

Albany
High School
Athletic Handbook



2017 - 2018

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Message from the Superintendent

Congratulations on becoming a member of the Albany High School community! Participation in school athletics is a dynamic and integral part of the overall educational experience for our students. Teamwork, communication, integrity, discipline, sportsmanship and goal setting are just a few of the many life-skills our students learn through their involvement in organized sports programs. The athletic program at AHS will assist students in developing habits, attitudes, and ideals necessary for the ethical competition and cooperation in our society.

Interscholastic athletics is a voluntary program, and participation is a privilege, which comes with the responsibility to conform to the highest standards at Albany High School. In order to provide the greatest benefit to participants, Albany High School will provide adult role models who exemplify these high standards of behavior and leadership. This handbook provides the student-athletes and parents/guardians with important information to make their athletic experience a rewarding one for all involved.

Valerie Williams

Superintendent

Message from the Principal

Dear Albany High Sports Community,

It is with great honor and pleasure to begin my first year as part of the Albany High team. In my role as principal I want to welcome the athletes and their families to the 2017/18 Albany High School athletic year.

We expect each athlete at AHS to embody the spirit of sportsmanship, to have an outstanding commitment to their teams, and to balance that with an equal commitment to academics. The Albany community has made a huge commitment to you with excellent facilities, experienced, skilled and caring coaches and great teachers. High school sports are, in many ways, one of the last arenas for pure athletic competition. It is a place for you to develop your skills so you can compete at your highest level, share a camaraderie with your teammates, experience the honor of representing your school, and have a lot of fun.

I know that this year will be a great one. Several of our teams are poised to go all the way and everyone is going to have a terrific time. I want to encourage all staff and families to be out there cheering loudly. Just give it all you've got!

Go Cougars,

Alexia Ritchie
Principal
Albany High

Welcome to Albany High School Athletics

Welcome to Albany High School Athletics! We are excited to provide your son/daughter with an opportunity to develop physically, mentally and emotionally while participating on one of our interscholastic athletic teams. We trust it will be a positive experience that he/she will never forget.

Albany High School teams are members of the Tri Counties Athletic League (TCAL) in the North Coast Section (NCS) of the California Interscholastic Federation (CIF). The CIF governs all high school athletics in California. Athletic administration and coaches uphold the purpose of our Athletic Code of Conduct which is to promote the idea of healthy competition and to set standards of good sportsmanship for everyone involved. Albany High School, along with all other TCAL schools, subscribes to the tenets of Pursuing Victory with Honor. Athletics play an important part of Albany High School. Students learn a great deal from their participation in interscholastic athletics. Lessons in sportsmanship, teamwork, competition and how to win and lose gracefully are an integral part of each team in our athletic program. Athletics also play an important role in helping the individual student develop a healthy self-concept as well as a healthy body. Athletic competition adds to our school spirit and helps all students - spectators as well as participants - develop pride in their school.

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GO COUGARS!

**Zeke Lopez
Athletic Director
Activities Coordinator
Albany Middle School
Albany High School**

Albany High School Directory

SPORTS HOTLINE 510-558-3750 X6912

Updated daily by 12:00pm with game times, locations & announcements. Members of the school community should get in the habit of checking the hotline daily.

Website:	www.GoAlbanyAthletics.org
Telephone:	(510) 558-2500
Sports Hotline:	(510) 558-3750 X6912
Principal:	Alexia Ritchie
Telephone:	(510) 558-2510
Asst. Principal	Tami Benau
Telephone:	(510) 558-2502
Asst. Principal	
Telephone:	(510) 558-2503
Athletic Director:	Zeke Lopez
Telephone:	(510) 558-2570
E-mail:	elopez@ausdk12.org
Athletic Office Fax:	(510) 528-6429
Athletic Assistant:	Astrid Juengling
Telephone:	(510) 558-2579
E-mail:	ajuengling@ausdk12.org
Enrollment:	1270
Colors:	Red & White
Mascot:	Cougars
League:	Tri-County Athletic League
Section:	North Coast Section

Tri-County Athletic League Directory

Albany
603 Key Route Blvd.
Albany, CA 94706
(510) 558-2500

Pinole Valley
2900 Pinole Valley Road
Pinole, CA 94564
(510) 758-4664

De Anza
5000 Valley View Road
El Sobrante, CA
(510) 223-3811

Richmond
1250 23rd St.
Richmond, CA 94804
(510) 237-8770

El Cerrito
540 Ashbury Ave.
El Cerrito, CA 94618
(510) 450-1110

St. Mary's College HS
1294 Albina Ave.
Berkeley, CA 94706
(510) 526-9242

Hercules
1900 Refugio Valley Road
Hercules, CA 94547
(510) 231-1429

St. Patrick-St. Vincent
1500 Benicia Rd.
Vallejo, CA 94591
(707) 644-4425

John Swett
1098 Pomona St.
Crockett, CA 94525
(510) 787-1088

Salesian
2851 Salesian Ave.
Richmond, CA 94804
(510) 234-4473

John F. Kennedy (Richmond)
4300 Cutting Blvd.
Richmond, CA 94804
(510) 235-1915

Below is a list of sports offered at Albany High School.

FALL	WINTER	SPRING
Begins: Aug. 14, 2017 (Football: Aug. 7)	Begins: Nov. 6, 2017	Begins: Feb. 5, 2018
Girl's Cross Country: V, JV	Girl's Basketball: V, JV	Girl's Softball: V, JV
Boy's Cross Country: V, JV	Boy's Basketball: V, JV, F	Boy's Baseball: V, JV
Girl's Volleyball: V, JV, F	Girl's Soccer: V, JV	Girl's Track & Field: V, JV
Football: V, JV	Boy's Soccer: V, JV	Boy's Track & Field: V, JV
Girl's Tennis: V	Girl's Wrestling: V	Girl's Swimming: V, JV
Girl's Golf: V	Boy's Wrestling: V, JV	Boy's Swimming: V, JV
		Boy's Tennis: V
		Boy's Golf: V
		Boys/Girls Badminton V

UCSF Benioff Children's Hospital Partners with Albany High School

UCSF Benioff Children's Hospital Oakland's Athletic Training Program is now partnered with Albany High School. For nearly 100 years, UCSF Benioff Children's Hospital Oakland has been delivering exceptional medical care to children from all regions of California. Parents choose Children's Hospital Oakland because they can expect a better outcome when the treatment team includes sub-specialty, fellowship-trained physicians covering over 30 pediatric specialties. Shared care from a comprehensive team of highly trained board-certified pediatric specialists, nurses, technicians and therapists is vital to ensure the right treatment from the start. We care for tens of thousands of children each year. This means more experience, which means quality care and better outcomes. Because of the genuine passion with which we treat every child, we are one team, with one goal-- 100% healthy children.

Participation on an athletic team is a privilege that is extended to every student who is eligible under regulations set up by the State CIF, North Coast Section (NCS), and the Albany Unified School District (AUSD). Every privilege includes responsibility. Many people closely observe the conduct of a student-athlete. An athlete is a representative of the team, the school, and the community. Therefore, it is important that each student-athlete be of high moral integrity at all times and in all places. This extends beyond the playing field, into the classroom, and within the community.

Athletes strive to:

- Represent their school in a positive manner.
- Be on time, enthusiastic, dependable, and cooperative.
- Be responsible and open to coaching.
- Be team players.
- Abide by the general rules of discipline as established by the CIF, NCS, and AUSD.

Athletes will always:

- Place academics first.
- Strive to improve.
- Be positive.
- Support their teammates.
- Attend tutorial and seek educational assistance when required.
- Demonstrate respect for teachers, coaches, and fellow athletes at all times.
- Maturely accept constructive criticism.
- Take responsibility.
- Use appropriate language.

Social Media & Networking:

When using social networking sites, athletes and parents are expected to use them in a positive, sportsmanlike manner reflecting the values of their team and their school. Assume nothing posted on social media will be private. Inappropriate posts – including, but not limited to, trash-talking/taunting, profanity, hazing, harassment or bullying – shall be subject to team and/or school discipline. Only appropriate pictures should be posted, always with the permission of the subjects of the photographs. Pictures/videos should never be taken in the locker room. Social media is not a place to solve team problems.

Furthermore, it is against CA Interscholastic Federation (CIF) rules to engage and/or influence any student not at your school to enroll at your school for athletic purposes. This prohibition includes the use of social media.

Academics

Academics are the number one priority for high school student-athletes. During the season, students should plan to do projects, homework, and studying outside of

practice. Key lessons learned through participating in high school athletics are planning, prioritizing, and understanding one's time limitations. If there is an unavoidable conflict involving athletics and academics, academics always take priority. Missing practices for any reason may impact a student-athlete's playing time. Consistent absences for any reason may impact a student-athlete's status on the team. Many times travel to an athletic competition means missing class. Students need to recognize demands that athletics can place on academic attendance and make appropriate choices.

Eligibility

An athlete who participates in athletics agrees to abide by the rules. These rules are the result of the combined efforts of four different groups, CIF, the NCS, AUSD, and the individual rules of each sport.

Information contained in this booklet will acquaint you with the bylaws and regulations all students must follow in order to protect athletic eligibility. The coach of each sport is responsible for implementing the rules that apply to that specific sport as published by the National Federation of State High School Associations.

If you have any questions regarding the following rules, please contact the Athletic Office for clarification. We will be more than happy to help you.

CIF – Residential Eligibility

A student has residential eligibility upon initial enrollment in:

1. The ninth grade of any CIF high school or a CIF junior high school under provisions of CIF Bylaw 302, OR
2. The tenth grade of a CIF high school from ninth grade of a junior high school.

AUSD – Residential Eligibility

An athlete must live with his/her parents, legal guardian, or caregiver within the geographical boundaries of the Albany Unified School District to be eligible.

Change Schools – Transfers

A student may have transfer eligibility provided the student is compelled to move from any school to a CIF school due to:

1. A bona fide change of residence from one school attendance area to the attendance area of the new school by the parent(s) or legal guardian(s) with whom the student was living when the student established residential eligibility at the prior school.

Students who enter AHS and are transferring from another high school must meet with the Athletic Director to determine eligibility.

Scholastic Eligibility

Do not change a course schedule or drop a course without first consulting with the school principal, counselor, or athletic director to determine whether it will affect athletic eligibility. A student is scholastically eligible upon:

1. Achieving a 2.0 grade point average (based on a 4.0 scale) during the previous grading period. If the last grading period ended at the semester then the semester grade will count toward eligibility.
2. The student has earned credits at a rate of no less than the equivalent of 20 semester credits of work behind normal progress at any time prior to graduation, and the student is no more than two courses behind normal progress in successfully completing specific courses required for Albany High School graduation.
3. Passing four (4) classes during the previous grading period.
4. Summer school grades may be computed to improve grades given in the final session of the regular school year. Summer school classes that are identical or equivalent in title and content to the high school course will replace the previous grade and the GPA will be recalculated. All other classes taken off campus or through adult education will be included in calculating a student's GPA only with the direct approval of the Principal as approved by the School Board. The highest grade that can be achieved in a particular off campus/adult education class is a "C" when calculating the student's new GPA.

Academic Probation

If a student is declared ineligible due to the eligibility requirements, he or she may apply for extracurricular activities probation.

- To apply for extracurricular activities probation, the student must have passed four (4) classes during the previous grading period and be making satisfactory progress toward graduation.
- Extracurricular Activities Probation is NOT automatic. A meeting must take place with the Athletic Director, Parent/Guardian & student in order to discuss the academic probation process, guidelines & expectations.
- The student & parent must then apply for academic probation by filling out, signing and turning in the Extracurricular Activities Probation Request Form to the Athletic Director.
- The student will be ineligible to participate in extracurricular activities for 7 calendar days from the day the completed Extracurricular Activities Probation Form is in the possession of the Athletic Director.
- At the end of the current grading period/quarter, if a 2.0 GPA is not achieved the student will no longer be allowed to participate in sports. If a 2.0 grade point average is achieved, the student will be removed from probation.
- A student may only apply for extracurricular activities probation once a year.
- Beginning with the class of 2020, a student may only apply for extracurricular activities probation TWICE throughout their 4-years of high school.

- Any time a student has two consecutive grading periods below the minimum requirements he or she shall be ineligible to apply for extracurricular activities probation.

The eligibility policy refers to grade and grade point minimum requirements only. Students with attendance or behavior problems may be declared ineligible as determined by the appropriate athletic coach, athletic director, or school administrator.

Behavioral Eligibility

Behavioral criteria for student athletes regarding referrals:

1st referral = player meeting with athletic director & coach to decide consequence

2nd referral = benched for next match/game/contest

3rd referral = possible removal from team as to be decided by the administration and athletic director

Suspension

If a student athlete is suspended from school, the student athlete will not be eligible to return to the team until a meeting has taken place between the student, parent/guardian, coach and athletic director. During that meeting it will be decided whether or not the student is eligible for, or would benefit from, continued participation on the team.

Student Participation Conduct Penalty

Student participation in athletic contests is an honor. Student-athletes are expected to conduct themselves in an exemplary manner at all times. During participation in all CIF competition, a student who is ejected or disqualified from participating in the remainder of a contest may be ineligible for the team's next contest. In addition, any student who physically assaults an official shall be banned from interscholastic athletics for the remainder of the student's interscholastic eligibility.

Use of Alcohol, Tobacco, and Illegal Drugs

By CIF and the AUSD Signed Code of Conduct, students are prohibited from using and/or being under the influence of any form of alcohol, tobacco, or illegal drug while attending any school activity or event. Violation of this policy could result in a minimum 1-game suspension.

Age limitations

No student whose nineteenth (19) birthday is attained prior to June 15th shall participate or practice on any CIF team the following school year. A student whose nineteenth birthday is on June 14th or before is ineligible.

Semesters of Attendance

A student who first enters the ninth grade of any school may be eligible for athletic competition for a maximum period of time that is not to exceed eight consecutive semesters following the initial enrollment in the ninth grade of any school eligibility must

be used during the student's first eight consecutive semesters of enrollment at that school or any other school. A student may only participate in four (4) seasons of any one sport.

Competing Under an Assumed Name or Providing False or Fraudulent Information

Any student who provides false information in order to achieve athletic eligibility will be ineligible in all interscholastic athletic competition for a period of up to 24 calendar months from the date the infraction is verified.

Competition on an Outside Team

A student on a high school team becomes ineligible if the student competes in a contest on an "outside" team in the same sport during the student's high school season of sport. This includes club teams.

Competing on Multiple AHS Athletic Teams

While students are encouraged to participate on multiple AHS athletic teams throughout their high school career, students are only eligible to participate on ONE AHS athletic team during each season of sport.

Conflicts with Outside Clubs or Teams

Participation on your high school athletic team takes precedence over all other outside activities. If conflict occurs, the high school event will come first. Athletes need to make sure that their participation in outside clubs or teams in no way negatively affects the high school team on which they are participating, or they may be asked to leave that team.

Athletic Clearance Procedures

Athletes must be cleared through the Athletic Office before they can try out, practice, or participate in any CIF competition. To be cleared athletes must:

Albany High Athletics requires all athletes to be cleared through an *ONLINE* Athletic Registration system.

Please visit our athletics website at GoAlbanyAthletics.org to begin the Athletic Clearance Process. After the student & parent have completed their portions of the online Athletic Registration, final athletic eligibility check will be completed by the Athletic Office. Families will receive an email to confirm that your athletic registration has been received. If you do not receive a confirmation email that means that your registration was not submitted. Please check your spam folder for confirmation email before resubmitting your registration. You will also receive an email a few days after the clearance deadline as to whether or not their student has been cleared or whether any portion of the athletic registration is incomplete.

Athletes who participate in more than one sport will need to UPDATE their online athletic registration for EACH season of sport.

Students are required to have a physical examination certifying that the student is fit to participate in extracurricular athletics. The *Medical Clearance Form* must be completed and signed by a physician on or after **July 1st (May 1st for Football)**. Any *Medical Clearance Form* signed before the July 1st (May 1st-Football only) cannot be accepted.

The Medical Clearance Form is good for the entire academic year.

Completed *Medical Clearance Forms* should be uploaded to the online Athletic Clearance system before Athletic Registration can be processed. Hard or email copies of the Medical Clearance Form cannot be accepted.

Student-athletes will not be cleared to tryout for another team until their uniforms/equipment have been returned. Graduation privilege may also be withheld for failure to return team uniforms, equipment, or to pay for such items.

2017-18 Athletic Clearance Deadlines

Fall Deadline: Thursday, August 3rd

Winter Deadline: Thursday, November 2nd

Spring Deadline: Thursday, February 1st

If the online registration process is not completed by the deadline, athletic clearance will be delayed for up to 7-10 days. Students cannot tryout for any team until the athletic office has verified the student's eligibility.

Students will not be added to team rosters after two weeks into the season.

Undue Influence – Recruitment of Athletes

The use of undue influence by any person or persons to secure or retain a student or to secure or retain one or both parents/guardians of a student as residents may cause the student to be ineligible for high school athletics for a period of one year and shall jeopardize the standing of the high school in the CIF.

Gender Identity Participation

All students should have the opportunity to participate in CIF activities in a manner that is consistent with their gender identity, irrespective of the gender listed on a student's records. Should any questions arise whether a student's request to participate in a sex-segregated activity consistent with his or her gender identity is bona fide, a student may seek review of his or her eligibility for participation by working through the procedure set forth below: Once the student has been granted eligibility to participate in the sport consistent with his/her gender identity, the eligibility is granted for the duration of the student's participation and does not need to be renewed every sports season or school year. All discussion and documentation will be kept confidential, and the proceedings will be sealed unless the student and family make a specific request.

Hazing

Hazing should be reported to the athletic director immediately. Hazing includes, but is not limited to, any activity involving an unreasonable risk of physical or emotional harm such as: -A punishing physical activity, exposure to elements or sleep deprivation. - Consumption of alcohol, drugs, tobacco or any other food liquid or other substances. - Actions of a sexual nature or simulations of actions of a sexual nature. -Subjection to embarrassment, shame or humiliation.

Albany High School does not tolerate any activities having the potential to embarrass, humiliate or injure any student as a condition of participation in any school activity. Penalties for hazing shall be enforced. The penalties may include, but are not limited to, removal from the team, suspension from school, and/or referral to law enforcement for criminal activity.

Penalties for Competition by Ineligible Athletes

Athletes who compete for their school in CIF contests while ineligible due to violations of CIF or NCS rules will cause the following mandatory penalty:

1. Team Sports – Forfeiture of contest(s) plus any profit share of playoff profit to school.
2. Individual Sports – Forfeiture of points and awards earned by the ineligible athlete(s).

Dropping from a Sport

On occasion, an in-season athlete may find it necessary to drop out of a sport. If this is the case, the following procedure should be followed.

1. Talk with your coach.
2. Report the situation to the Athletic Director.
3. Return all equipment and uniforms issued to you.

Athletes who quit a team are not allowed to participate in another sport until the end of the season of the team from which they quit.

Tryouts

With the growing popularity of certain sports in the AHS Athletic Department, tryouts are held to complete team rosters. We understand how difficult it may be for those who do not make the team, but please keep in mind that deciding who makes the team is a difficult task for our coaching staff. Tryouts typically take place over a 3-5 day period, and our coaches work diligently to evaluate each and every student. The coaches make a concerted effort to impartially evaluate players in order to create a well-balanced and competitive team.

Coaches will select players based on several criteria, including, but not limited to;

- attitude
- work ethic
- sport-specific skill-level
- athleticism/agility
- position played

Team selection is always a sensitive topic and can be very subjective depending on what the coach is looking for in players and their individual skill sets. For example, your child may be a great defensive player, ball handler and shooter, but the team may need a player who is a good rebounder or post player. Overall, your child may be a better player, but based upon the particular needs of the team, a player with a specific skill set was selected to be on the team. Again, the ultimate goal of the coach is to create a well-balanced and competitive team.

Attendance Policy

Student-athletes are required to attend at least two blocks or four periods of their school day in order to be eligible to practice or play in a scheduled match, game or contest. Athletes who cut a class or have an unauthorized absence may not practice or compete.

Missing Practices

Athletic teams will usually practice weekdays, Monday through Friday (some teams will also hold Saturday practices). An athlete should always consult his/her coach before missing practice. Missing practice or a game without good reason will be dealt with according to each coach's individual rules (illness or any family emergency would be a good reason for missing a practice or game).

Student-athletes are expected to attend all practices & games throughout the season. Missing practice may impact your child's playing time.

Playing Time Policy

Playing time is never guaranteed for any athlete on an AHS Athletic team, especially at the Varsity level. Varsity programs are considered to be competitive programs and coaches make decisions on playing time that will put the team in the best position to win the contest. The subjectivity of this decision is what makes playing time so controversial. Parents and athletes are expected to keep in mind that our coaches make playing time decisions with the team's best interest in mind.

College Visits

Parents should not schedule college visits during your season of sport. College visits should be taken during the mid-winter break in February or during the off-season. Students and parents should understand that absence due to a college visit on a school day will be considered unexcused and may impact playing time and status on the team. College visits must be verified with documentation from the college/university being visited. In any circumstance, it is expected that the coach will be notified in advance. Communication with coaches should be a priority.

Vacation

Vacations by athletic team members during a sport season are discouraged. Parents/athletes wishing to do so should reassess their commitment to being part of a team. In the event of an absence due to a vacation that is unavoidable, an athlete must:

- Contact the head coach prior to the absence.
- Be willing to assume the responsibilities and consequences of missing tryouts, practices, and games.

Consequences will be at the discretion of the head coach; vacation policies will be reviewed by the head coach at the beginning of each season.

Preseason Parent Meetings

The Athletic Director will schedule a preseason parent meeting for all sports prior to the first contest of the season as an opportunity for parents to meet the coach and any assistants. All parents of students participating on a sports team are expected to attend this important and informative meeting. These season meetings begin with a general session in the gym where we discuss general athletic department information. After the general session, we will break off into individual team meetings where coaches will go over team policies/expectations, fundraising ideas, volunteer opportunities, and distribute game schedules. Please plan on attending and meeting your coach(es).

Team Parent(s)

Coaches appreciate when one or more parents volunteer to assist with team chores such as arranging transportation, organizing equipment, maintaining an e-mail group, arranging team dinners and banquets and being of other assistance to the team and coach.

Issuance of Equipment and Uniforms

- A. Uniforms are loaned to student-athletes by the school and must be returned at the end of the athlete's season of sport.
- B. Athletes are financially responsible for all equipment issued to them.

Student-athletes will not be cleared to tryout for another team until their uniforms/equipment have been returned. Graduation privilege may be withheld for failure to return team uniforms, equipment, or to pay for such items.

Early Release from Class

It is the responsibility of athletes to communicate with their teachers before they depart because of an athletic contest. Teachers will receive a team roster with the names of all team members at the beginning of a season (their roster will be updated as needed). Athletes with an early release time should remind their teacher of this before class on the day of the event. Students are responsible for any and all work and tests missed due to an early release time. It is an athlete's choice and privilege to leave school early to participate in athletics

Minimum Participation

In individual sports, an athlete must have participated for his/her school of enrollment in more than one-half (1/2) of the NCS permissible maximum individual points of the sport in order to participate in the NCS championship tournament in the sports of cross

country, tennis, wrestling, track and field and swimming. League and conference may have additional requirements.

High School programs strive to provide a variety of experiences to aid in the development of favorable habits and attitudes in student-athletes. We have identified three areas that we would like all of our athletes to learn and appreciate:

- RESPONSIBILITY/COMMITMENT/COMMUNICATION.
- A STRONG WORK ETHIC.
- HOW TO BE A CONTRIBUTING MEMBER OF A TEAM.

Each athlete, coach, parent, and referee has a role to play for the program goals to be accomplished. By establishing an understanding of each other's roles, we are better able to accept the actions of others and provide a greater benefit to our student-athletes.

Principles for Coaches

Assumption:

Athletes at Albany High School are young men and women who deserve compassion and respect. They have a right to a safe and healthy environment and to have an opportunity to play at a level corresponding with their maturity and ability.

Purpose:

The purpose of Cougar Athletics is to provide students opportunities to develop loyalty and school spirit, to practice teamwork, hard work, discipline, sacrifice, leadership and sportsmanship, to develop athletic skills, to have fun, and to gain lifetime appreciation for sports and a healthy lifestyle.

Core values:

1. *Scholarship & Academics* come first. Athletics supports the educational mission of the school and completes the education of many students. Interscholastic athletics is educational athletics, not merely recreational sport and not primarily for entertainment.
2. *Sportsmanship* - A positive and supportive atmosphere should surround our events. The conduct of players, coaches and spectators will support the purpose of Cougar Athletics.
3. *Safety* - Our foremost concern should be the health and welfare of participants. This means protecting them from injuries, promoting healthy lifestyles and, for all of our athletes, nutrition education and the teaching of life skills to help students avoid drug abuse, including tobacco and alcohol use.
4. *Competition* - We believe in competition. It is beneficial for the highly skilled to compete, for the less skilled to compete, for the moderately skilled to compete. A

desire to win is good, and most benefits occur when extreme effort is made.

Organizational Structure:

1. The Athletic Director, under the supervision of the Principal, is the administrator of Cougar Athletics and responsible for ensuring the implementation of these principles.
2. Varsity Head Coaches are the managers of both the Varsity, Junior Varsity and Freshman programs in their sports and have the major supervisory responsibilities for their programs.
3. The Junior Varsity and Freshman programs are developmental programs designed to prepare students for the more competitive Varsity squad. Athletes should be given ample opportunity to develop their skills.

The Varsity program is a competitive program. Winning is highly valued, but not at the expense of the purpose and core values outlined above.

Fundraising

The Athletic Director/Principal must approve all fundraising prior to initiation of the program. All donations and funds raised for specific teams must be deposited in Albany Athletics Boosters account for more flexible disbursement and easy oversight. No private accounts for the benefit of the team may be maintained.

Coach's Responsibilities

- Understand that academics are #1 priority.
- Provide schedules for practices, tournaments, and games.
- Communicate any changes in season schedule in a timely manner.
- Be on time.
- Come prepared for all practices and games.
- Encourage all student-athletes to do their best.
- Fairly apply all school and team rules to all athletes.
- Be professional in all actions and words.
- Create a positive environment for your team.
- Communicate your expectations of your athlete and team.
- Communicate with individual athletes as to their role on the team.
- Clearly communicate all CIF-NCS, TCAL, AUSD, AHS and team rules to athletes and parents.
- Return parent phone calls/emails in a timely manner.
- Explain vacation/absence policy.

Parent Responsibilities

- Help your student-athlete to understand that the team comes before the individual.
- Schedule appointments, vacations, and college visits outside of school, tournaments, practice and game time.
- Encourage and help your student-athlete to know and understand game rules as well as team rules.
- Help your student-athletes to come prepared to do his/her best by encouraging them to be physically and mentally prepared. This includes proper nutrition, sleep and care of injuries and illness.
- Encourage your student-athlete to communicate appropriately and respectfully with the coach.
- Parents of student-athletes are not allowed at tryouts or team practice. If parents want to discuss an issue with a coach, please follow the "Dispute Resolution Process."
- During home games, only student-athletes and their team are allowed on the field, in the dug out, or on the court.

Parental Expectations

1) Support your student in their decision to play.

2) Be a positive presence while associated with the team.

A) Cheer positives to your student, teammates and coaches while in the stands.

B) Verbal criticism of your student's play during or directly after a game usually results in decreased performance for them (long term or immediate) and distractedness for the team. Your student knows what their mistakes are, so please allow our coaching staff to coach them.

C) Stay away from blaming or pointing when the team is not playing well or loses a game. We want every player, as well as the coaching staff, to take responsibility for the situation. Blaming an official, a player's error, the coach's decision, or your student's performance shifts responsibility from the one party that can fix the situation- the TEAM.

D) Positive talk between parents and fans creates a healthy environment for your student and the team to develop and grow. Gossip, negative criticism, and visual displeasure are not appropriate.

E) If a parent consistently speaks negatively about a coach to the point of throwing into question the coach's credibility and affecting the morale of the team, the parent may be restricted from attending practices or games. Additionally, the student may be removed from the team until the situation has been resolved between the parent, coach, and administration.

3) Teach your student to be accountable for their words, actions, and situations.

A) When your student has a problem with the team, another player, or the coach, instruct them to request a meeting with the coach. You, as parents, should only be involved if the player and coach cannot resolve the situation.

B) Parents are required to bring their student with them to any meeting they have with the coach. Our staff will not meet with you without your student's presence.

C) Playing Time is not open to discussion between a parent and a coach. A player may ask the coach what they can do or improve on to contribute more.

4) It is the coach and the parents' responsibility to create an environment in which the athlete is never put in the middle. All parties must stay on the same page.

Communication

- Both parenting and coaching are extremely challenging in today's world. We must realize that at the core, coaches and parents have the same goal: to see that each young person has a positive experience and becomes a well-rounded individual.

Communication you can Expect from your Athlete's Coach

- Philosophy of the coach.
- Expectations of individual athletes and team.
- Locations, dates, and times of all practices and games.
- NCS, TCAL, AUSD, AHS rules.
- Transportation policy.

Communication that Coaches can Expect from Parents

- Non-confrontational situations.
- Appropriate concerns can be expressed directly to the coaches outside of practice, games, or the playing field.
- Specific questions about philosophy or expectations of their child.
- Notification of any absences prior to practices or games.
- A phone call to set up an appointment to discuss a concern.

Appropriate to Discuss

- Treatment of your child (mentally or physically).
- Ways to help your child improve and contribute more to the team.
- Concerns about your child's behavior/academic problems.

Inappropriate to Discuss

- Playing time.
- Coaching strategy.
- Play calling or substitutions.
- Another athlete

Please follow protocol and the chain of command as outlined in the "Dispute Resolution Process" if you need clarification or disagree with a coach. Be aware that any anonymous communication will be disregarded.

Dispute Resolution Process

As in any family or organization, there will be times when we have concerns. We want to address these concerns efficiently and quickly. In all concerns, communication with the proper person is the key to an effective solution. We have a "Dispute Resolution Process" through which we should deal. The following guidelines will help you.

Please follow these important steps:

1. The athlete and coach meet to resolve the problem. Ninety-nine percent of problems can be resolved in this manner. Athletes should not hesitate to ask to speak one-to-one with their coach. They will find that their difficulties can often be resolved in an atmosphere of mutual respect, trust, and understanding. (If a parent has an issue/concern that a student does not, the parent goes to step 2 and the coach should be contacted.)
2. If, for some reason, Step 1 does not produce satisfactory results, a meeting between the athlete, parent, coach, and head coach of the program should be arranged. This meeting should be held in private and not in visual proximity of other students and parents.
3. In a case where Step 2 fails, the appropriate administrator will then be contacted. For athletics, that administrator would be the Athletic Director. The head coach will arrange a meeting with the Athletic Director that includes himself, the coach (if not the head coach), athlete, and parent.
4. If indeed, all the above steps have failed, the Principal should then be contacted.

The above steps are designed to give you prompt attention and to ensure everyone's time is used efficiently. It would be impossible and unfair to ask administrators to handle all concerns without first trying to resolve the problem with the people most directly involved. If individuals choose to contact school leaders outside this recommended order, the school leader will encourage direct communication and then contact the coach involved to update him/her of the situation.

Pursuing Victory with Honor

Everyone involved in competition including parents, spectators, associated student body leaders, and all auxiliary groups have a duty to honor the traditions of the sport and to treat other participants with respect. Coaches have a special responsibility to model respectful behavior and the duty to demand that their student-athletes refrain from disrespectful conduct including verbal abuse of opponents and officials, profane or belligerent trash-talking, taunting, and inappropriate celebration.

National Collegiate Athletic Association

All student-athletes expecting to play NCAA Division I & II athletics must meet freshman eligibility standards established by the NCAA Initial-Eligibility Clearinghouse.

Playing in college can be a very rewarding experience. It can also be a very challenging one where the students involved must be extremely responsible and pro-active in gathering the information they need to try out and participate. In order to participate in athletics in college, especially a Division I or II school, you need to fill out a core class worksheet and register with the NCAA clearinghouse online at www.NCAA.clearinghouse.net.

Additional Resources:

TCAL <http://tcal1213.org/>

CIF-NCS <http://cifncs.org/>

CIF <http://www.cifstate.org/>

Children's Hospital Sports Medicine Center for Young Athletes

http://childrenshospitaloakland.org/healthcare/depts/sports_overview.asp



Albany Athletics Boosters (AAB) Fact Sheet

Who we are: A group of coaches, parents, administrators and Albany community members supporting all of the athletes and athletic programs at Albany High School and Albany Middle School.

What we do: Fundraise to support sports programs and boost Albany sports spirit.

When we meet: Monthly at 6pm at Albany Middle School in the library (see below for dates). Meeting announcements are posted in the AHS and AMS Daily Newsletter and on the AHS and AMS websites.

Fundraising:

- **The gap we fill:** The minimum cost to operate the Albany Athletic Program is \$440,000. AUSD provides about \$260,000, which covers an Athletic Director, AMS/AHS Coach stipends, and some transportation costs. AAB (Albany Athletics Boosters) is responsible for raising the other \$180,000. Together, these funds pay for equipment, coaches' stipends, tournament fees, officials, uniforms, transportation, Athletic Assistant & Athletic Trainer - all to support all Albany student-athletes.
- **Per-athlete obligation:** To meet this responsibility, **each team is expected to raise a minimum of \$225 per athlete (AHS), \$140 per athlete (AMS), per season.** This money goes through the AAB (Albany Athletics Boosters) account and is used to meet the basic needs of our athletic teams. Anything raised beyond the **\$225/\$140** minimum is designated back to the team and is available for "extras" like warm-up suits, sweatshirts, etc.
- **Fundraising examples:**
 - Athlete provides the **\$225/\$140** requested donation at time of sign-up for a sport
 - Concession sales
 - Spirit wear sales
 - Corporate sponsor banners
 - Tournaments: Golf, Wrestling, Volleyball, Basketball
- **Team Example:** If a team has 30 players, they are required to raise \$6,750 to pay for the operating expenses (salaries, uniforms, transportation, tournament fees, officials) for our Athletic Program. Any money raised beyond \$6,750 is available for the team to use for things other than basic needs.
- Teams that consistently fail to meet their fundraising obligations may be dropped as a sport

Volunteering:

- To volunteer or get details about fundraising, contact an Albany Athletics Boosters (AAB) executive committee member: Michael Saaf (michaelsaaf@gmail.com), Seth Galvarro (sethgalvarro@gmail.com) Kendra Knowles (knowlesclan@comcast.net), Loree Bruckmann-Harmon (loreebharmon@gmail.com), or Zeke Lopez (elopez@ausdk12.org).

Albany Athletic Boosters Meeting Dates:

- September 5, October 2, November 6, December 4, January 8, February 5, March 5, April 2, May 7

**Let's work together to support all
of our student-athletes!**

GO ALBANY!

CONCUSSION: A Fact Sheet for Parents/Guardians and Coaches

WHAT IS A CONCUSSION?

A concussion is a brain injury that:

- Is caused by a blow to the head or body from contact with another player, hitting a hard surface such as the ground, ice or floor, or being hit by a piece of equipment such as a bat, lacrosse stick or field hockey ball.
- Can change the way your brain normally works.
- Can range from mild to severe.
- Presents itself differently for each athlete.
- Can occur during practice or competition in ANY sport.
- Can happen even if you do not lose consciousness.

CIF Bylaw 313. Play It Safer

A student-athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time for the remainder of the day. A student-athlete who has been removed from play may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and receives written clearance to return to play from that health care provider.

WHAT ARE THE SYMPTOMS OF A CONCUSSION?

You can't see a concussion, but you might notice some of the symptoms right away. Other symptoms can show up hours or days after the injury. Concussion symptoms include:

- Amnesia.
- Confusion.
- Headache.
- Loss of consciousness.
- Balance problems or dizziness.
- Double or fuzzy vision.
- Sensitivity to light or noise.
- Nausea (feeling that you might vomit).
- Don't feel right.
- Feeling sluggish, foggy or groggy.
- Feeling unusually irritable.
- Concentration or memory problems (forgetting game plays, facts, meeting times).
- Slowed reaction time
- Exercise or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games may cause concussion symptoms (such as headache or tiredness) to reappear or get worse.

WHAT CAN HAPPEN IF MY CHILD KEEPS PLAYING WITH A CONCUSSION OR RETURNS TOO SOON?

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athlete will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student-athlete's safety.

WHAT YOU SHOULD DO IF YOU THINK YOUR CHILD HAS SUFFERED A CONCUSSION

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without written medical clearance. Close observation of the athlete should continue for several hours. The new CIF Bylaw 313. Now requires the consistent and uniform implementation of long and well-established return to play concussion guidelines that help ensure and protect the health of student-athletes.

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON. WHEN IN DOUBT, GET CHECKED OUT.

SUDDEN CARDIAC ARREST:

Frequently Asked Questions regarding the Sudden Cardiac Arrest Prevention

1. What is sudden cardiac arrest (SCA)?

It is the sudden and unexpected loss of heart function. The heart stops beating, the student stops breathing and collapses. The student may be motionless or be convulsing (which looks like a seizure).

2. What causes sudden cardiac arrest?

There are three main causes. First, there could be a defect in how the heart is built or how it works. Second, there could be an electrical defect that interrupts the normal rhythm of the heart. Finally, there are other causes, such as illicit or prescription drug use.

3. Are there warning signs or symptoms?

Although SCA happens unexpectedly, some people may have signs or symptoms, such as:

- dizziness • unexplained shortness of breath • racing or fluttering heartbeat (palpitations) • unexplained seizures • fainting (syncope) • fatigue (extreme tiredness) • chest pains

These symptoms can be unclear and confusing in athletes. Often, people confuse these warning signs with physical exhaustion. SCA can be prevented if the underlying causes can be diagnosed and treated.

4. How can the conditions of Sudden Cardiac Arrest be detected?

Physical Exam and Medical History. Prior to participating in athletics, students are required to get a physical and complete a medical history. This form asks questions about family history and heart conditions. The physical exam should include listening to the heart.

Heart Screening. An electrocardiogram (ECG) is an effective diagnostic tool that detects irregularities. An abnormal ECG exam can lead to other tests like an echocardiogram, stress test, halter monitor and more.

5. Who should determine if a student has experienced one or more sign(s) or symptom(s) prior to, during or following an athletic activity?

Anyone, from a game official, coach from the student's team, licensed athletic trainer, licensed physician, parents and teammates should tell the coach when they see a student experiencing any signs and/or symptoms; immediately remove the athlete from a game. The athlete should not return to play until an appropriate medical professional has determined that it is safe and there are no cardiac related issues.

“Sports do not build character. They reveal it.”
Heywood Broun

“Do not let what you cannot do interfere with what you can do.”
John Wooden

“If you run into a wall, don’t turn around and give up. Figure out how to climb it, go through it, or work around it.”
Michael Jordan

“Losing is not my enemy...fear of losing is my enemy.”
Rafael Nadal

“If you fail to prepare, you’re prepared to fail.” **Mark Spitz**

“Passion is a huge prerequisite to winning. It makes you willing to jump through hoops, go through all the ups and downs and everything in between to reach your goal.” **Kerri Walsh**

“To give anything less than your best is to sacrifice the gift.” **Steve Prefontaine**

“True champions aren’t always the ones that win, but those with the most guts.” **Mia Hamm**

“The difference between the impossible and the possible lies in a person’s determination.” **Tommy Lasorda**

“One man can be a crucial ingredient on a team, but one man cannot make a team.” **Kareem Abdul-Jabbar**

“When the game is over, I just want to look at myself in the mirror, win or lose, and know I gave it everything I had.”
Joe Montana