

# **McHENRY COMMUNITY HIGH SCHOOL**

## **ATHLETIC HANDBOOK**

### **PHILOSOPHY**

**We believe that you, as a member of the athletic program, must realize that your total school responsibilities at McHenry High School are of primary importance. You cannot separate athletics from these responsibilities and expect to succeed in the McHenry Athletic Program.**

**We believe that participation in athletics should be a part of the total educational experience for all youths who attend McHenry High School.**

**We believe that participation in a sound athletic program contributes to the development of health and happiness, physical skills, emotional maturity, social competence and sound moral values.**

**We believe that a sound athletic program teaches the values of cooperation. The student athlete learns how to work with others for the achievement of group goals.**

**We believe that the “spirit of play” and the “will to win” are valuable to the development of a healthy mind.**

**We believe that athletics are a wholesome equalizer because individuals are judged for what they are and for what they can do, not on the basis of the social, ethnic or economic group to which their families belong.**

**We believe that success in athletics, as in life in general, is achieved through the qualities of commitment, hard work, loyalty and pride in a task well done.**

### **RESPONSIBILITIES**

**The privilege to participate in our interscholastic athletic program is extended to all students providing they are willing to assume certain responsibilities.**

**A student’s greatest responsibility is to be a credit to their parents, school and community. Therefore, the Athlete, Cheerleader or Pom Pon squad member at all times must:**

- 1. Display high standards of social behavior.**
- 2. Display outstanding sportsmanship.**
- 3. Display proper respect for those in authority, including teachers, coaches and officials.**
- 4. Display a real spirit of cooperation.**
- 5. Dress with special care when attending an athletic contest at home or on trips.**
- 6. Use language, which is socially acceptable. Profanity or vulgar talk will not be tolerated on or off the field.**
- 7. Strive for achievement to the best of your abilities.**
- 8. Display the qualities of commitment, hard work, loyalty and pride.**

## **ELIGIBILITY RULES**

In order to represent McHenry High School in any interscholastic competition, a student must meet all eligibility requirements of the Illinois High School Association as well as those here at McHenry High School.

You are NOT eligible IF:

1. If you are twenty (20) years of age.
2. If you do not have credit for twenty credit hours of high school work earned during the last semester or if you are not currently passing twenty credit hours per week of high school work. Twenty credit hours are the equivalent of two credits per semester.
3. If you have attended more than eight (8) semesters after entering the ninth grade. Ten (10) days' attendance constitutes a semester.
4. If you have participated in a given sport for all or part of four (4) seasons.
5. If you have competed under an assumed name.
6. If you were not enrolled and in attendance at school by the beginning of the eleventh school day of the current semester.
7. If you have been absent more than ten (10) consecutive schools days during the current semester.
8. If, during the school year and while a member of a school athletic squad, you have competed on a non-school team in a sport in which you were a squad member. You are a member of a school squad until your team participates in its last contest in that sport.
9. If you have played on any college or university team, on any "all-star" football or basketball team, or during the school year on any "all-star" basketball team.
10. If, after entering a member school, you have played on a team with a paid player.
11. If, after entering a member school, you have accepted for athletic achievement any medal, cup, trophy or other athletic award exceeding \$20.00 in value, cash or material rewards.
12. If you do not have a licensed physician's certificate of physical fitness issued within one year preceding your current participation.
13. If your parents do not live in the school district in which you are attending high school.
14. If you were a member of a high school football or basketball squad and have played in a post-season football or basketball game except intramural.
15. If you are a member of a squad while ineligible, you subject your team to forfeitures in all games as a member of that squad.

## **TRAINING RULES AND CODE OF CONDUCT FOR THE MCHENRY HIGH SCHOOL ATHLETE, CHEERLEADER AND POM PON.**

It is felt by the Board of Education, the Administration and the Athletic Department that the following regulations are a vital part of any athletic program and will help create better teams, proper attitudes, better school and community spirit and Athletes, Cheerleaders and Pom Pons in whom the community can take sincere pride.

### **CURFEW**

Proper rest is essential to allow for peak performances. Warrior athletes, cheerleaders and pom poms should be at home the night before contests.

### **ATTITUDE**

Performance before the public places a special responsibility upon the participants of the McHenry High School Interscholastic Program. His or her actions are often looked up to by the children of the community. Due to this factor, the attitude of the athlete, cheerleader and pom pon is of special importance. Differences of any kind between athletes, or between athlete and coach must remain private and be resolved immediately through the cooperation of the parties involved. Since the coach has been delegated the responsibility for the program, his or her determination will take precedence over individual athletes. Public displays of dissatisfaction can only harm the program and must be avoided. Serious or persistent examples of unsatisfactory attitude will not be tolerated. When an attitude problem of a serious nature persists, the coach will contact the parent or guardian to discuss the problem and its consequences.

### **USE OF TOBACCO**

No student who is a member of the Interscholastic Athletic Program shall have possession of, or be using tobacco, smokeless tobacco, snuff or any look-a-like non-tobacco products.

#### **Penalty for use:**

**1<sup>st</sup> offense during a calendar year.** (A new calendar year begins the day after the last day of attendance for the school year.)

Penalty for such violation shall be a two-week suspension from competition. The two-week suspension will start with the first scheduled event after the occurrence of a violation.

#### **2<sup>nd</sup> offense during a calendar year**

Penalty for such violation shall be loss of privilege to participate in Interscholastic Athletic Programs until the beginning of the new calendar year. Before a student can be reinstated an assessment in a school approved smoking alternative program must be completed.

#### **Reinstatement**

In order to be eligible for reinstatement after any suspension, a conference must be held between the student, the coach and the Athletic Director. The student must submit a letter to the Athletic Director formally requesting reinstatement and explaining what has been done to rectify the violation. After completion of the conference, a decision will be made by school officials whether reinstatement should be confirmed. If a student is not reinstated, the parents of the student will be notified by letter of the decision and the rationale behind it.

## **USE OF ALCOHOL, ILLEGAL DRUGS OR SUBSTANCES**

No student who is a member of the Interscholastic Athletic Program shall have possession of, or be using, or be under the influence of alcohol, illegal drugs, or other illegal substances. In addition, the possession of drug/alcohol paraphernalia shall be treated as a violation of this policy.

### **PENALTY FOR USE OF ALCOHOL, ILLEGAL DRUGS OR SUBSTANCES:**

#### **1<sup>st</sup> offense during a calendar school year**

Penalty for such violation shall be a two-week suspension from competition plus mandatory assessment in a school approved drug/alcohol program. The two-week suspension will start with the first scheduled event after the occurrence of a violation.

#### **2<sup>nd</sup> offense during a calendar school year**

Penalty for such violation shall be loss of privilege to participate in Interscholastic Athletic Programs for the remainder of the academic school year. The student may be allowed to return earlier upon recommendation of the athletic department and approval of the Board of Education.

#### **Voluntary Admission**

Voluntary admission of an infraction of the training rules regarding use of alcohol, illegal drugs or substances will not result in a two-week suspension, but will count as a first offense. In such case, the student will have to undergo mandatory assessment in a school approved drug/alcohol program and must follow the procedures outlined in the reinstatement process. (The purpose of this provision is to allow the student to seek help. The voluntary admission option may not be used if the rule infraction is already known to the school. Voluntary admission may only be employed for first offenses.

#### **Reinstatement**

In order to be eligible for reinstatement after any suspension, a conference must be held involving the student, the coach and the Athletic Director. The student must submit a letter to the Athletic Director formally requesting reinstatement and explaining what has been done to rectify the violation. After completion of the conference, school officials will make a decision whether reinstatement should be confirmed. If a student is not reinstated, the parents of the student will be notified by letter of the decision and the rationale behind it.

## **APPEALS**

A Student has a right to contest an accusation of a violation or suspension by appealing to the Athletic Review Committee. This committee consists of the athletic director, the principal of the athlete and the head coach/coaches of the sport participated in by the athlete.

### **ATHLETIC SUSPENSION**

During the suspension period, the athlete shall observe all training rules. The athlete will attend all practices while on athletic suspension. In all cases where in-school or out-or-school suspension are involved, the rules governing practice and participation in these circumstances will take precedence.

### **IN-SCHOOL SUSPENSION**

Students who are on in-school suspension must continue to practice with their team. However, students are not allowed to participate in any contests until their in-school suspension has been completed.

### **OUT-OF-SCHOOL SUSPENSION**

Students are not allowed to practice or participate in contests while serving out-of-school suspensions.

### **EFFECTIVE DATE OF CODE**

The Athletic Code is not in effect for any student unless he/she has officially signed the Code. However, any student who does not sign the Code is not eligible for either interscholastic competition or practice. Once the Code is signed, it is in effect throughout the student's high school experience. The Code will be signed on a yearly basis by all participants and their parents to serve as a reminder of the contents and responsibilities of the McHenry High School Athletic Code.

### **ATTENDANCE AT PRACTICE AND CONTESTS**

It is the responsibility of all participants to attend all practices and contests. It is also the participant's responsibility to be on time for all practices and contests. Acceptable absences are those excused in the attendance office or illness if school is not in session. In all cases, the coach should be consulted or notified. Exceptions to this rule, such as tutoring, should be pre-arranged with the coach. Two unexcused absences from practice or one unexcused absence from a contest may result in suspension for the season.

### **EQUIPMENT**

The student is responsible for each item issued to him/her. Lost or stolen quipment must be paid for at the replacement cost. The student will not be allowed to participate in a subsequent activity or be allowed to receive his/her awards, grades, or diploma until the equipment record has been cleared.

If you are found to have unauthorized equipment, it will be taken away from you and disciplinary action may be taken.

Please do not abuse your equipment. Considerable money is expended to supply the best equipment possible; treat it with respect. Wear ONLY at McHenry High School activities or practices unless approved by the coach/sponsor.

## **ATHLECTIC INJURIES**

All participants in the athletic program must be covered by insurance (or waiver) before they are permitted to practice. Any athletic injury shall be reported to the coach and/or trainer. Athletic injuries, which require treatment, will be reported to the school nurse and the appropriate report forms completed. In any injury which requires missed time from either practice or a contest, a doctor's release must be turned into the coach before a student will be allowed to resume participation.

## **PARTICIPATION IN SCHEDULED ATHLETIC EVENTS AND PRACTICES DURING THANKSGIVING, CHRISTMAS AND SPRING BREAK VACATION PERIODS**

The Athletic Department believes that students generally have a responsibility to attend scheduled athletic team events and practices during the Thanksgiving, Christmas, and Spring Break vacation periods – especially at the varsity level. At the same time, we recognize that occasionally it may be desirable or necessary for a student to travel with his or her family during one of these vacation periods and miss scheduled practices, games or meets.

The following criteria has been established to deal with such circumstances:

- (a) The athlete shall continue as a team member provided advance notification is given by the student to the coach at least one week prior to the first scheduled contest of the season.
- (b) The athlete may be required – upon his or her return from vacation – to “sit out” a number of contests, games, meets or practices based on the number missed while on vacation.
- (c) The athlete is not guaranteed the same position as when he/she left. The athlete who replaced him/her may have earned the position; it is the responsibility of the athlete who was gone to earn the sport back.
- (c) An athlete may only be excused for one vacation per school year under these criteria.

## **TRAVEL**

Buses for away trips will leave school on schedule. The entire team will travel by bus to and from a game. On athletic trips, students should be neatly dressed and proper behavior will be required at all times.

A student may be allowed to travel home from an away game with an adult other than his/her parent only when a written request for permission to do so has been given by the parent to the coach prior to the bus leaving for the away contest.

## **ATTENDANCE AT SCHOOL**

Athletes are expected to be in school the entire day of an athletic contest. Any exceptions to this rule will be made at the discretion of the Athletic Director. Students are also expected to be in attendance the day after athletic contests.

**GAME AND PRACTICE PROCEDURES WHEN INCLEMENT WEATHER PRESENTS A HAZARD FOR TRANSPORTATION**

A decision will be made by 2:00 p.m. between the superintendent, transportation director and building principals by means of a conference call.

If the threat of weather is determined to be severe, all practices and activities will be cancelled and the schools will be closed as soon as possible.

**PROCEDURE FOR ATHLETIC CONTEST AND/OR PRACTICES ON SCHEDULED SCHOOL DAYS WHEN CLASSES HAVE BEEN CANCELLED DUE TO INCLEMENT WEATHER.**

1. The West Campus Principal will make all decisions in this matter by 11:00 a.m.
2. No practices will be scheduled prior to 1:00 p.m.
3. Coaches should call the Athletic Director after 11:00 a.m. to see if practices may be held and if so, at what time their team will be scheduled for practice sessions.
4. All practices will be concluded and the buildings cleared by 5:00 p.m.
5. Decision regarding contests on these days will be made by 2:00 p.m.
6. Coaches should call the Athletic Director regarding scheduled contests on these days after 2:00 p.m.

**AWARD REQUIREMENTS**

1. Not more than one award of the same type can be received by a student during his/her high career.
2. For each award earned, in addition to the first award, a certificate indicating this will be granted. An athlete having earned a major letter will receive a metal insignia indicating the sport the letter was earned in and the captain will receive the captain's star.
3. The only award a freshman receives will be the numerals except when the first award is to be the Major "M" or Minor "M"; then he/she would receive all awards coming to him/her.
4. Freshman year standing will be the only time in which an athlete may receive numerals.
5. Types of awards:
  - a. Numerals – 3 inch orange on black felt.
  - b. Minor "M" – 4 inch orange on black felt
  - c. Major "M" – 6 inch or 7 inch orange on black felt.
  - d. Plaque – wood with metal sport indicator on front with silk screen plate indicating 2<sup>nd</sup>, 3<sup>rd</sup> or 4<sup>th</sup> year varsity award in any one particular sport.
  - e. A metal insignia indicating the sport a varsity letter was earned in.
  - f. A metal insignia indicating a captain.
  - g. Plaques awarded to the most valuable and the most improved players at the varsity level in each sport.
6. General requirements for earning numerals or letters:
  - a. Be a member of the squad for the entire season.
  - b. Satisfactory observance of all training rules and regulations plus practice requirements set up by the coach of a particular sport.

7. To earn a freshman numeral:

- a. Meet the general requirements.
- b. Be a freshman playing strictly on a freshman squad.
- c. Be a freshman playing on a Frosh-Soph or Junior varsity, but not getting in enough playing time to earn a Minor "M".
- d. Any freshman that finishes the season in good standing will receive his numerals.
- e. No. 3 above will always prevail.

8. To earn a Minor "M":

- a. Meet the general requirements.
- b. Be a sophomore playing on a sophomore squad.
- c. Be a sophomore, junior or senior playing on a Varsity or Junior varsity squad and NOT getting enough playing time to earn a Major "M".
- d. Any sophomore that finishes the season in good standing will receive this Minor "M".

9. To earn a Major "M":

- a. Meet the general requirements.
- b. Be a freshman, sophomore, junior or senior playing on a Varsity squad and getting the required playing time.
- c. Required playing time for Varsity squad:

Football: participation in 14 quarters

Basketball: participating in 20 quarters

Soccer: participation in 14 halves

Wrestling: earn 20 points in dual meets or place first, second or third in the Conference or District meet.

Pin – 6 points

Decision – 3 points (4 if by 8 pts or more; 5 if by 12 pts or more)

Forfeit – 3 points

Participate – 1 point

Baseball & Softball: participation in 24 innings; pitchers – 14 innings.

Track: earn 15 points in dual or triangular meets:

1<sup>st</sup> place – 5 points

2<sup>nd</sup> place – 3 points

3<sup>rd</sup> place – 1 point

In meets involving 6 or more schools: (excluding relay meets)

By placing 1, 2, 3, 4 or 5

Relay races: Each member of a relay team which places in a meet involving 8 or more teams will receive the same number of points as credited to the team.

Cross Country: 5 points are required.

One point is earned in a dual meet competition by placing ahead of the opposing team's 5<sup>th</sup> runner or by being the 5<sup>th</sup> McHenry runner on the winning team. In Conference, Regional, Sectional or State or the Peoria Invitational Meet three points are earned by placing in the first one-third, and one point for the last one-third of all finishers.

- Golf:** earn 6 points in the dual meets, place 1, 2, 3, 4 or 5 in the Conference meet, or be one of the four-person winning team or qualify in the Sectional.  
Participate: 1 point
- Swimming:** point totals will be established at the start of each season depending upon total schedule.
- Badminton:** earn 25 or more points in varsity dual matches or tournaments.  
Win: 2 points  
Participate: 1 point
- Water Polo:** participate in 1/3 of the total quarters played in all varsity games.
- Volleyball:** participate in 20 varsity games
- Tennis:** earn 12 points in the dual meets or place 1 or 2 in the Conference or Sectional meet.  
Win: 3 points  
Tie: 2 points  
Participate: 1 point

10. The granting of an award involving unusual circumstances or requiring special consideration will be determined by the Athletic Board of Control, consisting of the high school principals, the athletic director and the head coach.
11. An athlete who is out for the same sport the entire season for all four years, but has lacked sufficient playing time to receive a Major "M", will be awarded a Major "M" his/her senior year.
12. Manager's letter requirement:
- a. Minor letters – 4" "M" with manager insignia.
    1. Manage a freshman, sophomore or junior varsity squad for the entire season.
    2. Perform satisfactorily the duties and requirements set up by the coach.
  - b. Major letter – 6" "M" with manager insignia pin.
    1. Manage a varsity squad for the entire season.
    2. Perform satisfactorily the duties and requirements set up by the coach.
13. Hall of Fame: The following criteria has been adopted by the McHenry High School coaching staff for selection to the McHENRY HIGH SCHOOL ATHLETIC HALL OF FAME. An athlete must meet at least one of the following to be eligible for selection:
- a. Be selected to a Fox Valley Conference "All Conference" team.
  - b. Place first as an individual or as a team in a Fox Valley Conference meet or tournament.
  - c. Place in the top fourteen individuals in the Conference Cross-Country meet.
  - d. Place in the top five individuals in the Conference Golf meet.
  - e. Place first as an individual or as a team in an Illinois High School Association meet or tournament at the Regional or Sectional level.
  - f. Qualify as an individual or as a team in an Illinois High School Association meet or tournament at the Regional or Sectional level.
  - g. Earn six (6) major awards at McHenry High School.
  - h. Upon meeting any of the above criteria, an athlete must observe all training rules during his entire high school years.

Upon becoming eligible, each qualifier for the "Hall of Fame" must be voted in by a majority of the coaching staff of McHenry High School.

