

Woodrow Wilson High School
Athletic and Spirit Group Handbook
Clearance Procedures and Forms



Woodrow Wilson High School
4400 E. 10th Street
Long Beach, CA 90804

Contact Information for Head Coaches and Athletic Administration

Please visit the Wilson Athletics Website
www.lbwilson.schoolloop.com/athletics

Season of Sport Calendar

Fall Sports (August thru November)

Boys	Girls
Cross-Country	Cross-Country
Football	Co-ed Cheer
Surf	Golf
Water Polo	Surf
	Tennis
	Volleyball

Winter Sports (November thru February)

Boys	Girls
Basketball	Basketball
Soccer	Co-ed Cheer
Surf	Soccer
Wrestling	Surf
	Wrestling
	Water Polo

Spring Sports (February thru May)

Boys	Girls
Badminton	Badminton
Baseball	Softball
Golf	Gymnastics
Lacrosse	Lacrosse
Surf	Surf
Swimming	Swimming
Tennis	Track & Field
Track & Field	
Volleyball	

Athletic Physical Clearance Information

www.lbwilson.schoolloop.com/athleticclearance

All student-athletes must complete the online athletic clearance registration AND submit a valid cleared physical to the school nurse PRIOR to competing in any athletic contest.

Please see our Wilson Athletic Clearance Website to download forms and a detailed explanation of the athletic clearance process.

Physicals must be completed by a medical doctor (M.D.) and are valid for one year from the date of the examination.

www.lbwilson.schoolloop.com/athleticclearance

Woodrow Wilson Student-Athletes and Spirit Group Members Code of Conduct

Participation on a Woodrow Wilson High School Athletic Team or Spirit Group can be one of the most significant formative experiences in a young person's life. It gives a great deal of pleasure and builds friendships that can last a lifetime. At Woodrow Wilson High School, and in the Long Beach Unified School District, athletic team and spirit group membership is an integral part of the education program. Participation in athletics and spirit groups teaches fair play, sportsmanship, teamwork, perseverance, appreciation for improvement, desire to succeed and excel, self-discipline, responsibility, leadership, and quick thinking.

Participation in athletics and spirit groups is voluntary. It is a privilege, not a right, and carries with it the responsibilities of courtesy, sportsmanship on the playing field, on the campus, and in the community. Following the Woodrow Wilson High School Student-Athletes and Spirit Group Members Code of Conduct, will aid you in building team morale, discipline, and spirit which are essential ingredients for victories and championships. Not every student can make the team or squad. Therefore, upon doing so, you should take it upon yourself to become the very best athlete and team member possible, for you alone have the power to achieve or fail in these goals.

Protocol for Addressing Concerns

When concerns arise, please first try to work things out at the student-athlete/spirit group member to coach level.

- 1) Player to coach (After practice or games)
- 2) Player and parent to Coach (Schedule an appointment time to meet through email)
- 3) Player and parent to Athletic Director (Schedule an appointment time to meet through email)
- 4) Player and parent to Principal (Schedule an appointment time to meet through email)

It is never appropriate for a parent to confront a coach following a game. Athletic contests are often very emotional for players, coaches, and spectators. It is always best to wait until the following day after a game to schedule an appointment to address your concerns. It is never appropriate to send text messages to coaches with your concerns. Please send an email and set up an appointment time to meet.

Playing Time

Playing time in scheduled athletic contests must be earned. Work ethic, ability, academic standing, and behavior are vital factors that will be used in determining the athletes who play in the athletic contests. The Head Coach and their coaching staff determine the athletes who will play in the contest.

There may be athletic contests when an athlete on the team does not get in the contest to see live action. This is again at the discretion of the Head Coach and their coaching staff as they determine what is best for the team to be successful in the athletic contest.

If an athlete has concerns about their playing time, it is best for them to meet with the Head Coach and their coaching staff first prior to a parent getting involved. Please review the above protocol for addressing concerns.

Tryouts / Athletic Team Classes

Athletic Teams and Spirit Groups will conduct tryouts to determine their members. It is up to the discretion of the Head Coach or Spirit Group Advisor, whether or not the student earns a spot on the team.

Enrollment in any Athletic Team Sports Class is at the discretion of the Head Coach or Spirit Group Advisor. To remain in the class, a student-athlete must be an active member of the team and in good-standing. A student-athlete who is cut or dismissed from the team may be removed from the Athletic Team Sports Class at the discretion of the Head Coach or Spirit Group Advisor.

Summer Camps

The majority of our Woodrow Wilson High School Athletic Teams conduct summer camps. These camps serve as an opportunity for student-athletes to train together in preparation for the upcoming seasons. Coaches often use the summer camps as a tryout to aid them in determining their teams. Participation in the summer camps is not mandatory, but it is strongly encouraged.

Student-Athletes who plan to play fall sports will be practicing and playing competition in the month of August. This may or may not occur prior to the start of the first day of school.

Academic Eligibility

- A grade point average (GPA) of 2.0 or higher at every grading period is required to maintain athletic eligibility.
 - Probation: Students may apply for probation once per school year if their GPA drops below a 2.0. A student must be passing at least 4 classes (20 credits) and have earned above a 2.0 in the previous grading period to be eligible for probation. A student who is on probation must earn above a 2.0 at the next grading period or he/she will be declared ineligible.

Fundraising / Donations

In addition to game fundamentals, sport team and spirit group membership also includes a responsibility to participate in fundraising activities. Fundraising has become a critical component for many teams and groups. Once funds are raised, the money raised is not refundable, and is not transferable to other teams or programs. Although we cannot require athletes or spirit groups to raise funds, we do require all athletes and spirit group members to participate in fundraising endeavors. All such fundraising must be approved by the coach, athletic director, activities director, and principal. By California State Law, we cannot mandate that families contribute to the program in a public high school. Your voluntary generosity allows our programs to remain successful!

Mandatory Uniforms and Spirit Packs

Any portion of the athletic or spirit group member uniform that is mandatory is available to all student-athletes and spirit group members selected for membership. All money collected for the cost of mandatory uniforms comes from fundraising activities and donations. All uniform and other team items that are not mandatory are part of a spirit pack and athletes or spirit group members may purchase these items at the price charged by the vendor. No extra charges may be added to the spirit packs as a fundraiser for the team.

Sports Physicals / Physical Conditioning and Training Rules

- 1) In order to compete in any athletic contest, a student must have completed the online athletic clearance registration and submitted a valid cleared physical to the school nurse. Physicals are valid for one year from the date of the exam.
- 2) Woodrow Wilson High School Student-Athletes and Spirit Group Members refrain from smoking, drinking, or using drugs as this does not contribute to the betterment of the team or individual performance. Any student-athlete who is found in violation of this is subject to disciplinary action from the team and school, and may be removed from the team.
- 3) Proper diet and adequate sleep are equally important to the physical condition of a student-athlete and spirit group member.
- 4) During the season of sport, a team must adhere to the 18 hours of practice and competition outside the school day per week as defined in CIF Bylaw 506.

Attendance – Game Day Eligibility

On the day of a scheduled athletic event, an athlete must be in attendance for at least a minimum day (four (4) class periods or two block class periods) unless legally excused and such excuse is verified by a school administrator.

Transfer Eligibility

Any student who has attended a high school other than Woodrow Wilson High School must complete transfer paperwork with the athletic director prior to competing for any sports team. Failure to complete transfer paperwork will result in the forfeiture of athletic contests and possible sanctions against Woodrow Wilson High School by the CIF Southern Section.

Enforcement

Lack of adherence to the policies in the Woodrow Wilson High School Student-Athlete and Spirit Group Member Code of Conduct may result in disciplinary action by the coach, athletic director, and school administration. The following penalties may be imposed as recommended by the coach and approved by the athletic director and/or principal:

- 1) Placement on probation
- 2) Removal from a contest
- 3) Removal from multiple contests
- 4) Removal from a team
- 5) Forfeiture of a varsity letter or awards

Note: When a student-athlete is suspended from school he or she is prohibited from attending practice and participating in contests until the suspension has been served.

Conduct on the Field of Play or Event

- 1) Uses legal tactics.
- 2) Refrains from using profanity, racial, or sexist comments towards athletes, coaches, team representatives, or officials.
- 3) Demonstrates courteous and hospitable behavior towards visiting teams.
- 4) Respects the integrity and judgement of officials and accepts their decisions.
- 5) Displays appropriate modest behavior in both defeat and victory.
- 6) Maintains one's composure and controls one's temper.
- 7) Always displays good sportsmanship
- 8) Follow the CIF motto of Pursue Victory with Honor

Conduct in the Classroom and On Campus

- 1) Maintains prompt and regular attendance.
- 2) Maintains one's grades in accordance with CIF and LBUSD rules.
- 3) Strives to become a good student and citizen.
- 4) Demonstrates proper respect for faculty, staff, and other students at all times.

Conduct off Campus and Conduct on Team Trips

A Woodrow Wilson High School Student-Athlete and Spirit Group Member must always demonstrate a high standard of conduct and respect for others, as it reflects not only on oneself, but also on one's team, coach, and school. Any activities or events in which the coaching staff is not present are not sanctioned by Woodrow Wilson High School or the Long Beach Unified School District.

Dress and Grooming

Dress and grooming standards shall conform to the Long Beach Unified School District and Woodrow Wilson High School regulations and requirements. Coaches may require that hair be restrained in an appropriate head covering, protective clothing worn, and other grooming and dress standards that are more restrictive in order to insure compliance with necessary safety procedures.

Awards

All recommendations for awards (including varsity letter distinction) originate with the individual team's head coach and are awarded at their discretion. In order to qualify for an athletic award, an athlete must meet all requirements set forth in Article X of the Moore League Bylaws.

Parent/Guardian Code of Conduct

Parents and Guardians play a critical role in developing their child's character by modeling and reinforcing appropriate behavior. This is especially true in a competitive environment. The coaches, athletic directors, and school administration of Woodrow Wilson High School believe that positive actions from parents, both verbal and non-verbal, serve as an effective learning tool for their child.

In order for all athletic contests and events to be a positive, wholesome, and rewarding experience for all involved, the following expectations must be followed by parents, guardians, and other family members when in attendance at athletic contests and events. Failure to following these expectations may include, but not be limited to, being denied entry to any athletic contests or events that involves a team from Woodrow Wilson High School.

- 1) Your child's participation is a privilege, not a right. Please keep competition in perspective. It is a part, not the main focus, of your child's educational experience. Your child is expected to behave appropriately, which includes good sportsmanship, supporting his/her teammates, and winning and losing with honor. Parents are expected to behave in a similar fashion.
- 2) Always be positive and encourage your child to do his/her best when competing. Refrain from negative comments and gestures.
- 3) Treat officials with respect. Their job is to enforce the rules and officiate to the best of their ability. Do not complain or argue about calls during or after the game.
- 4) Treat other fans, coaches, and others in attendance with dignity and respect. You may not agree with a coach's strategy, but during or immediately after the game is not the time to discuss your concerns.
- 5) Be a role model. Your child is watching you. Your behavior can affect your child's performance. Please represent your child and Woodrow Wilson High School with dignity and class.
- 6) Smoking and the consumption of alcohol are prohibited at all school events and games (this includes team banquets).

Long Beach Wilson Spectator Code of Conduct

Long Beach Wilson High School, in association with the CIF Southern Section, promotes good sporting behavior by student-athletes, coaches and spectators, and requests your cooperation by supporting the participants and officials in a positive manner.

Profanity, obscene gestures, degrading comments, or other intimidating actions directed at officials, student-athletes, coaches, or school administration will not be tolerated and are grounds for removal from the site of competition. Spectators are prohibited from entering the playing area or interfering with the game in any manner.

Nondiscrimination Statement: The Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities. The Board prohibits, at any district school, or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual or perceived race, color, ancestry, national origin, nationality, ethnic group identification, ethnicity, age, religion, actual or potential marital, parental or family status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; or association with a person or group with one or more of these actual or perceived characteristics.

Student/Athlete Travel Release

By signing at the bottom of the First Sport Emergency Clearance and Information Page, you acknowledge that you have read, understand, and will comply with the following:

LBUSD's transportation budget continues to be cut. This has necessitated some changes in the way we do business in order to meet our budget. Many districts have resorted to sizeable "transportation fees" to accommodate their sports and extracurricular programs. LBUSD would like to avoid resorting to this type of financial burden on the parents, but we need your assistance in the form of the travel acknowledgement below.

A team may fundraise money to pay for bus transportation to non-league games or tournaments. The approximate cost for a five hour bus rental is \$500.

Although each sport/activity will be evaluated case by case, our general policy is: When a team travels to a Moore League High School, bus transportation will be provided only TO the location. It is the responsibility of the parents to arrange for their child to be picked up at the designated location following the event.

Our coaches/supervisors will communicate the date, times and specific locations where the students are to be picked up. Students who are not picked up on time, regardless of the reason, may be excluded from future competitions/events. If providing transportation home from these events at the designated time is a problem, then we encourage you not to allow your child to participate in any away games/activities. Budget cuts are difficult for everyone, but we all must do our part. We appreciate your support in this matter.

- Parent/Guardian will allow child to make arrangements for travel to and/or from athletic or spirit events and activities for the school year covered on the acknowledgement form.
- Parent/Guardian acknowledges and understands that the adult/student driver is not providing transportation on behalf of, or as an agent of, or at the direction of the Long Beach Unified School District (LBUSD) or Woodrow Wilson High School (WWHS). Further, the parent understands that neither the district nor the school has verified health or fitness of driving record of the student/adult driver, compliance with licensing requirements or financial responsibility laws of the state or the mechanical condition of the vehicle.
- Parent/Guardian fully understands that neither LBUSD nor WWHS is in any way responsible, nor does LBUSD or WWHS assume liability for any injuries or losses resulting from this non-LBUSD and non-WWHS sponsored transportation. Although the LBUSD or its employees may suggest travel time, routes, or carpooling to or from an event, the parent/guardian fully understands that such suggestions are not mandatory.
- Parent/Guardian understands that permitting their son/daughter to travel to and/or from LBUSD events or activities in the vehicle of an adult/student driver is not under the supervision of the LBUSD or WWHS. The parent shall hold harmless, indemnify, voluntarily release discharge, waive, and relinquish any and all claims, actions or causes of action of any nature whatsoever, including but not limited to, personal injury, property damage or wrongful death, however caused, occurred, arose, resulted from, or in connections with said travel.

Athletic Insurance Information

By signing at the bottom of the First Sport Emergency Clearance and Information Page, you acknowledge that you have read, understand, and will comply with the following:

Insurance protection for medical and hospital expenses resulting from accidental bodily injuries in one of the following amounts (Ed Code 32221):

A group or individual medical plan with accidental benefits of at least two hundred dollars (\$200) for each occurrence and major medical coverage of at least ten thousand dollars (\$10,000), with no more than one hundred (\$100) deductible and no less than eighty percent (80%) payable for each occurrence.

Group or individual medical plans which are certified by the Insurance Commissioner to be equivalent to the required coverage or at least one thousand five hundred dollars (\$1,500).

At least one thousand five hundred dollars (\$1,500) for all such medical and hospital expenses.

I hereby agree that this policy shall not be cancelable without at least 10 days prior written notice to the district.

“Insurance protection in any of the above amounts shall be provided through group, blanket, or individual policies of accident insurance from authorized insurers or through a benefit and relief association, such as California Interscholastic Federation Protection Fund, for the death or injury to members of athletic teams arising while such members are engaged in or are preparing for an athletic event promoted under the sponsorship or arrangements of the educational institution or a student body organization thereof or while such members are being transported by or under the sponsorship or arrangements of the school district or a student body organization thereof to or from school or other place of instruction and the place of the athletic event. Minimum medical benefits under any insurance required by this paragraph shall be equivalent to the three dollars and fifty cents (\$3.50) conversion factor as applied to the unit values contained in the minimum fee schedule adopted by the Division of Industrial Accidents of the State of California, effective October 1, 1996.” (Ed Code 32221) I will maintain the above coverage during the current school year or will immediately notify the school if the coverage terminates or does not meet the above requirements.

Note: Effective January 1, 1981, Ed Code Section 32221 was amended to delete the requirement that accidental death insurance be provided.

Ref. Ed Code Sections 3220-32224



HUMAN RESOURCE SERVICES

1515 HUGHES WAY, LONG BEACH, CA 90810

(562) 997-8258 ♦ FAX (562) 997-8300

Students

The following information and learning opportunities need to be provided to students based on Board Policy.

Board Policies:

- Bullying, BP 5131.2: The district shall provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual difference, self-esteem development, assertiveness skills, and appropriate online behavior.
Such instruction shall include:
 1. Acts and behavior that constitute bullying
 2. A clear message that bullying behavior is not tolerated
 3. A clear message that students do not have to endure bullying
 4. Encouragement to report observed instances of bullying, even when the bullied individual has not complained
 5. Information about the person(s) to whom a report of bullying should be made
- Conflict Resolution/Peer Mediation, BP 5138: School-wide programs may include curriculum in conflict resolution, including, but not limited to, instruction in effective communication and listening, critical thinking, problem solving processes and the use of negotiation to find mutually acceptable solutions.
- Sexual Harassment, BP 5145.7: The Superintendent or designee shall ensure that all district students receive age-appropriate instruction and information on sexual harassment.
- Nondiscrimination/Harassment, BP 5145.3: Shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination.
- Hate-Motivated Behavior, BP 5145.9: The district shall provide age-appropriate instruction to help promote an understanding of and respect for human rights, diversity, and tolerance in a multicultural society and to provide strategies to manage conflicts constructively.