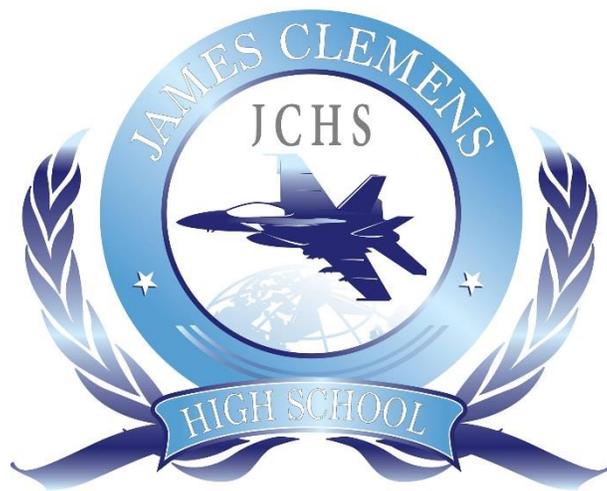


James Clemens High School Athletics Handbook



2018-2019

Table of Contents

James Clemens High School Coaching Staff	3
Purpose of Handbook	4
Athletic Statement	4
Try out & Team Selection Policy	4
Playing Time	5
Practice Sessions	5
Communication of Athletic Concerns	6
Chain of Command	7
Eligibility Forms and Paperwork	7
Player Expectations	8
Parent Expectations	8
Game Day Attire	8
Team Academic Requirements	8
Summer Program	9
Discipline	10
Player Fees	10
Booster Organizations	10
Player Ejections	11
AHSAA Athletic Eligibility	11
Preparing student/athletes for the next level	13
Player/Parent Agreement & Consent Form	14

James Clemens High School Coaching Staff

JCHS Athletic Department

Position	Name	Email
Principal	Dr. Brian Clayton	hbclayton@madisoncity.k12.al.us
Athletic Director	Rocky Smith	rhsmith@madisoncity.k12.al.us
Assistant Athletic Director	Amber Deline	atdeline@madisoncity.k12.al.us
Athletic Trainers	Daniel Clark	jonathan.clark@hhsys.org
	Caitlin Janoski	caitlin.janoski@hhsys.org

Sport	Head Coach	Email
Fall		
Boys/Girls Cross-Country	Drew Bell	james.bell@madisoncity.k12.al.us
Competition Cheer	Andrea Dennis	aldennis@madisoncity.k12.al.us
Football	Wade Waldrop	mwwaldrop@madisoncity.k12.al.us
Swimming/Diving	TBA	
Volleyball	Amanda Smith	ajsmith@madisoncity.k12.al.us
Winter		
Boys Basketball	Danny Petty	dpetty@madisoncity.k12.al.us
Girls Basketball	TBA	
Basketball Cheer	Jacquel Russell	jhrussell@madisoncity.k12.al.us
Wrestling	Kevin Pecor	kspecor@madisoncity.k12.al.us
Bowling	Todd Carter	tcarter@madisoncity.k12.al.us
Spring		
Baseball	TBA	
Boys Golf	Dwayne Perkins	pdperkins@madisoncity.k12.al.us
Girls Golf	TBA	
Boys Soccer	Blake Harvard	abharvard@madisoncity.k12.al.us
Girls Soccer	Erin Riddle	ebriddle@madisoncity.k12.al.us
Softball	TBA	
Track	Drew Bell	james.bell@madisoncity.k12.al.us
Boys Tennis	TBA	
Girls Tennis	Jennifer Robinson	jlrobinson@madisoncity.k12.al.us

To Our Athletes, Parents or Guardians:

The coaches, administrators and staff value you as a part of our James Clemens athletic family. Parents, you were your child's first teacher, and many of you their first coach. We respect the job that you have done building your student-athlete to where they are today. The athletic staff at James Clemens humbly asks that you respect our role in developing your child moving forward.

The purpose of this handbook is to familiarize both the parents and players with the James Clemens High School athletics program. The administration and coaches hope that this handbook will answer many of the questions that may arise during the season. The policies, procedures and rules outlined in this handbook are to be followed and enforced to insure the success of all programs. It is very important that a parent or guardian of one of our athletes read through this handbook in its entirety. It is a requirement of all of our athletes and at least one parent or guardian to sign the form stating that each has reviewed this information and understand the contents. James Clemens is a part of the Alabama High School athletic Association (AHSAA) and is governed by the rules and guidelines of the AHSAA.

JCHS Athletics Mission Statement

The mission of James Clemens High School Athletics is to use athletics to mold student athletes into highly productive and successful future citizens by teaching core principles through sports such as: striving for excellence both personally and through teamwork, responsibility and ethical behavior on the field or court and off, following the rules in both spirit and letter, leadership and strong character, and sportsmanship including respect for one's opponent and game officials, winning with humility and losing with grace.

Athletics play a large role in the overall success of any school community. Participation in athletics promotes the attributes listed above in the JCHS athletics mission statement, contributes to the physical, emotional and social health of our students, and fosters a sense of school pride. The overarching goal of the athletic programs at James Clemens is to develop championship level programs, composed of participants that work to become champions both on the field, in the classroom, and in life in general. Winning will not be at the expense of compromised values, positive attitudes, and the health of individuals. A vibrant developmental program consisting of JV and ninth grade sports will mirror the expectations of excellence portrayed by our varsity programs. Above all, we want all of our athletes to have a rewarding and enjoyable experience while attending James Clemens High School.

Try Out and Team Selection Policy

Our coaches are presented with the task of insuring success for not only every student athlete, but also the team and program as a whole. One of the most difficult and unpleasant tasks of coaching is making “cuts.” Before a player tries out for any program at James Clemens, he / she should be prepared to accept the fact that they may not make the squad. Parents, also please understand that it is possible your athlete will not be selected as a part of the team, but the experience prepares them for future life lessons.

There are approximately 1900 students enrolled at James Clemens High School. No one enjoys informing any student that he/she has not made the team, but in many instances it is necessary to reduce the number of participants to a manageable number. All roster decisions made by the coaching staff are final. Tryouts and cuts occur each year for new and returning players alike. No candidate, including a senior, is guaranteed a spot on a team.

Playing Time

Coaches expect all of our players to work hard at improving their skills and trying to earn playing time to help the team reach success. Unfortunately, not every player has the same skill/ability level, or develops at the same rate as others. Competition for playing time promotes growth. The coaching staff does not promise playing time, but rather they believe that playing time is earned through hard work and consistent effort. Here are three promises that the coaches will make concerning players:

1. ***Coaches will not quit on any player.*** It does not matter if a player plays every minute of the game or no minutes in a game; the staff will continue working to help that player improve.
2. ***Coaches will be honest with each player in their assessments of the athlete’s skills.*** The coaches will determine strengths and weaknesses of each player and will attempt to help the player improve weaknesses, while helping strengths to flourish.
3. ***Coaches will communicate as clearly as possible.*** It is their job to communicate athlete’s role and information to each player, and they will give their best effort to communicate to each player.

Practice Sessions

Practice is mandatory, not optional. Following are guidelines regarding practice:

- All practice sessions begin on time. Players are expected to be dressed and ready to begin practice at the designated times. Any player who is not prepared to begin when the practice session starts will be subject to the penalties invoked for a missed practice set by each coach.
- All players will be dressed in appropriate uniforms as designated by the head coach. Only uniforms issued or approved by the head coach will be acceptable. Any equipment that is broken or in need

of repair must be brought to the immediate attention of the coaches and practice must not continue for that player until the problem has been corrected for each particular sport.

- Absences: Players will occasionally have to miss a practice. In this case, all players must be cleared to miss a practice session prior to being absent. (Illness may be cleared by telephone call or email to the coach). Players who do not clear their absences may be considered unexcused and subject to the penalties that go with that infraction. Only those absences cleared by the head coach are considered excused (haircuts, jobs, etc. are not acceptable excuses).
- The following guidelines cover absences:
 - Excused: A player who is excused from missing a practice or a game will maintain the status of a regular player. However, he/she may lose his/her starting position or reduction in playing time as a result of missing the practice session. The player may be required to put in extra time or efforts to make up the missed time.
 - Unexcused: A player who misses a practice session that is "unexcused" by the coach will be warned after the first infraction. If a second violation occurs, the head coach will begin the process for dismissing the athlete from the program.

Coaches are expected to set and maintain a regular practice schedule so that parents and players can plan. Coaches are asked to be respectful of our athletes' academic requirements and time for study. However, unforeseen circumstances (weather, facility changes, etc.) may necessitate changes to practice plans. Coaches will communicate with players and parents as efficiently as possible when changes do arise.

Practices for most sports will be closed to viewing by the public and parents. Coaches may set certain times, dates, or events where parents are welcome to observe. Closed practices insure that our teams can focus on being productive during the allotted timeframe for practice without distractions.

Communication of Athletic Concerns

Positive and respectful communication between parents, athletes, coaches and administrators ultimately benefits the student-athlete. Involvement in athletics will allow your student to experience some of the most rewarding times of their lives. However, there will likely be times when things do not go their way or they disagree with a coach or staff.

It is important that the parent realize that these situations are as much a part of the learning process as are the good times. The coaching staff works hard to insure the success of every athlete in our programs, and we ask that you respect their position on issues within the team.

We strongly encourage ***the athlete and not the parents*** to talk with the coaches regarding any team issues during the season. This is not only the most direct and productive means of communication, but it is also a valuable method of teaching responsibility. We realize that situations may arise in which you as a parent deem it necessary to raise a concern, and we ask that you adhere to the following guidelines. Areas that are considered appropriate for a parent to intervene are below.

Appropriate concerns: treatment of your child, ways you can help your child improve, and your child's behavior.

Issues not appropriate to discuss: playing time, team strategy, other athletes and play calling.

Please do not attempt to confront a member of the coaching staff before or after a game, or practice. These can be emotional times for both parties; meetings of this nature do not promote resolution. An appointment can be set to meet with the coach through the front office or athletic director.

Chain of Command

Players and parents are expected to follow the proper chain of command when dealing with a problem or concern:

1. Player talks to the coach at his/her level (9th, JV, V)
2. Player talks to the varsity coach
3. Player and parent talks to the coach at athlete's level and varsity coach
4. Player and parent talk to the athletic director

**Players are expected to be present at conferences.*

**Non-Debatable Issues: Playing time, game strategy, and other personnel matters are decisions from the coaches, and these issues are not debatable.*

Attempts to contact the AHSAA concerning rules interpretations will be redirected to the chain of command at the school level. Only the school principal can petition the AHSAA for a rules interpretation or ruling.

Eligibility Forms and Paperwork

James Clemens athletics has transitioned to DragonFly Max (<https://www.dragonflymax.com/>) for online management of athletic eligibility forms. Once every athlete's files are stored digitally, they will be available for review by parents and school personnel online and via the DragonFly Max mobile app. DragonFly is endorsed by the Alabama High School Athletic Association and has been vetted from a legal and security / privacy standpoint.

In order to get started, each parent and athlete should follow the directions [in the start up flyer by clicking here](#). Please note the school code on the flyer. Once player accounts are set up, male athletes should sign up for the Men's Tryout Pool and females for the Female Tryout Pool. School admin will assign player's accounts to sports teams once they are officially on a roster.

There are many forms from the AHSAA and Madison City available for signature digitally on the app or website. Once the forms are completed and signed, that is it. No hard copies of forms will need to be

turned in.

Certain forms such as birth certificates, physicals, copies of insurance cards, and sportsmanship forms will require uploading to the system by taking a legible picture and uploading to the correct space. Physicals are good for one calendar year. The date on the physical should be the date entered by the parent, and the physical form must be signed by student, parent, and a physician (not a nurse). Birth certificates should be legible and contain pertinent info (names, date of birth, etc). Sportsmanship forms can be either the STAR Sportsmanship form (prior to 2017) or beginning in 2017-18 the NFHS Sportsmanship form (<https://nfhslearn.com/courses/37000/sportsmanship>).

Forms that are uploaded incorrectly will be rejected by school staff with a note regarding the error so that parents can correct the mistake. Students that are missing forms will be identified by school staff for correction. All requirements must be completed for an athlete to be ruled eligible for competition.

Parents and students that need assistance should contact their head coach or Athletic Director Rocky Smith.

[DragonFly Max Information AHSAA Physical Form](#)

[NFHS Sportsmanship Program](#)

[James Clemens High School Athletic Handbook \(signature page is online\)](#)

[Transfer Athlete Information](#)

Player Expectations

Each coach will distribute a set of player expectations particular for their sport. Some coaches may have specific rules and expectations, while others may be more general. Each player and parent should understand the expectations of each specific program.

Sports often resemble real life situations. Each team is similar to an organization or corporation with leaders and role players and working toward a common goal. Just as with real life organizations, discipline may be administered when player expectations are not met. Coaches will administer consequences for actions based on the infraction. No amount of discipline will subject the student to health hazards. Depending on the infraction, loss of playing time or dismissal from the team may incur.

Parent Expectations

Parents have a very important role in all of our programs. We feel that the following roles are very important for parents to follow:

1. ***Support/encourage your son/daughter and the program.*** You might not always agree with every decision made by a member of the coaching staff, and you might not always agree with decisions made

by players, but please be there to support your son/daughter and the program in a positive manner. The coaching staff tries to make decisions that are in the best interest of the program, so please be supportive of your son/daughter and our athletic programs.

2. ***Be a "Jets" fan.*** Sometimes as parents we focus more on our own children, and we become more concerned with the success of our own child rather than the success of the team. Please remember to cheer for the JETS and to be a fan of all members of the team when they are playing.

3. ***Display good sportsmanship.*** Please represent the James Clemens community at each game by showing good sportsmanship towards referees, coaches, players, and fans from our school and other schools.

Game Day Attire

Each athlete is expected to follow the game day attire policy that has been decided upon by the coaching staff. All student athletes will look appropriate and unified by wearing the attire that has been decided upon for the team. Failure to wear game day attire will be addressed by the coaching staff, and decisions concerning participation in the event or other consequences will be made.

Academic Requirements

Much is expected of our athletes and their time. In addition to practices and games, it is important that parents and athletes remember that all athletes will be students first. The standards for athletic participation in our district are minimum guidelines set to insure natural progression toward graduation. The AHSAA sets academic requirements that must be met in order for students to gain and maintain eligibility. Any time the coaches are notified of classroom deficiencies or poor behavior by a player, steps will be taken to improve the situation. Our players will be expected to maintain classroom requirements, or they will be excluded from participation in the program until those requirements are met.

Summer Participation Program

Most every sport maintains a detailed summer regimen to prepare student athletes for the next school year. Most summer programs include strength and conditioning, as well as practice and practice competition. James Clemens summer participation is governed by guidelines set forth by the AHSAA. Our coaches take into consideration that players have family commitments during the summer, and work hard to set schedules and communicate far enough in advance so that vacations and trips can be planned around summer athletic work if possible. Although summer participation is not mandatory, it is in the player's best interest to attend training, practice, and competition dates to prepare for the upcoming school year's seasons and tryouts.

Discipline

Players that incur disciplinary infractions at the school level, or are subject to criminal proceedings based on inappropriate actions in the community, may receive additional consequences from the head coach. The team relies on each individual to contribute to the health and success of the whole by staying out of trouble. Good behavior will be expected, promoted, and maintained by our sports teams as well.

Fees

An athletic organization can be quite costly to run and maintain. Each year athletes will be assigned certain fees, fundraising goals, or both. Players will be expected to meet these obligations. Players that do not pay fees in a timely manner may be withheld from participation. Funds paid and raised by students may be used to cover some of the following costs:

- Uniform costs
- Cost for game officials
- Transportation
- Meals
- Lodging
- Facility maintenance

Booster Organizations

Most sports at James Clemens have a booster organizations to support each program and raise funds. Booster clubs act as an extension of the sports program and the school and are under the guidance of the head coach and principal. All funds raised by the booster program must be accounted for using school accounting procedures and deposited into a separate school account at the school via the school bookkeeper.

Booster clubs:

1. Should make plans to raise funds to support the entire sports program. These funds can be used for specific events or functions (trips, tournaments, awards banquets), facility upgrades, or can be used for other purposes at the request of the head coach with approval of the booster president. All fundraisers must be preapproved by the principal.
2. Are permitted to raise funds for additional coaching supplements, not to exceed the current pay scale for supplements provided by Madison City Schools. Each supplement must accompany a board approved contract for employment to be facilitated by the athletic director and bookkeeper. No funds can be distributed to coaches directly from boosters or booster clubs per Alabama ethics laws.
3. Should hold announced meetings regularly and invite the principal or his designee when matters regarding the school are being discussed. Minutes should be taken at meetings.

4. Should have a system in place for selecting and rotating officers.
5. Should not attempt to place undue influence on any school employee, including coaches and their decisions regarding day to day operations (including playing time) or long term vision of the program. Booster clubs are not a part of the evaluation process of employees.
6. The relationship between a booster club and the school may be dissolved by the principal at any time.

Player Ejections

Athletes are expected to display good sportsmanship at all times. If an athlete's behavior (intentional or unintentional) results in a fine, the athlete will be responsible for paying the fine.

AHSAA penalties for players ejected from one or more contests are as follows:

First Ejection: A \$300 fine (An athlete's fine can be reduced to \$100 if the athlete being ejected takes the online NFHS Captain's Course and payment is made within 10 days of the date of the ejection.)

Second Ejection: A one game suspension and a \$500 fine

Third Ejection: Minimum penalty of a suspension for the remainder of the season plus a \$750 fine.

Note: If any of the ejections occur during the last contest of the season, a monetary fine will be placed on the school, to be paid by the player.

Note: All fines are due within 30 days by the player, to the school.

Leaving The Bench Ejection: If a player comes off the bench onto the court or field and is ejected under National Federation rules, the athlete will also be suspended for 20 percent of the team's total number of remaining regular season contests. A tournament would count as one contest except in championship play where the suspension would be in effect contest by contest.

AHSAA Athletic Eligibility

In order to be eligible, a student must be enrolled within the first 20 days of the semester as a regular student in the attendance zone of the school where the student will participate. The 20-day requirement may be waived under extenuating circumstances **Note:** A regular student is one who is enrolled at the school and is taking six new units of work. A student must be enrolled at a school in order to participate in practice or interscholastic contests.

Non-traditional (home school and virtual school) students are now allowed to participate in AHSAA athletics at their zoned school based on their permanent residence. Home school students must be

enrolled at the school and take two courses at the school level, one of which may be athletic PE. Online or virtual classes may count toward the two course allotment as well. Counselors at James Clemens will be available to assist with enrollment and registration. Please contact the athletic director for more information regarding non-traditional student athletic participation.

A complete list of AHSAA bylaws and eligibility requirements can be found at:

[AHSAA 2017-2018 Handbook](#)

Transfer Athletes

James Clemens welcomes many student athletes that transfer each year. Special requirements must be met to ensure eligibility is awarded in a timely manner. Points relating to: status of current and previous residences, custody agreements (if divorced), the prior school's bell schedule and when credit is awarded, etc. must be addressed before eligibility can be granted. Please see the following link for more information <http://jamesclemensathletics.com/hq/athletic-forms/> and look under Transfer Athletes.

Age Rule

A student is ineligible to participate in high school interscholastic athletics if he/she reaches his/her 19th birthday prior to August 1 of the current school year. If he/she reaches his/her 19th birthday on or after August 1, he/she shall be eligible for the entire school year as far as the Age Rule is concerned.

Participation Limitations

- (a) **EIGHT SEMESTER RULE.** A student may be eligible only eight consecutive semesters after entering the ninth grade. School attendance of 15 days or more of any semester is counted as a semester.
- (b) **INDIVIDUAL PARTICIPATION RULE.** No student may participate in any one sport for more than six years (seasons) after entering the seventh grade or more than three years (seasons) after entering the 10th grade. A student who officially participates in one contest of a sport is credited with one year of participation in that sport.
- (c) **OUTSIDE PARTICIPATION RULE.** A student who is a member of any school athletic team (grades 7-12) may not participate (includes practice) on a non-school team in the same sport during the school season of that sport. A student who is a member of any high school athletic team may not participate in an outside sport activity in the same sport during the school season of that sport.

Note: Private individual instruction is not considered an outside sports activity. Private individual instruction is one-on-one instruction between one athlete and one instructor and cannot be instruction with another player or groups of players.

Note: Member school golf, tennis and swimming teams may receive private individual instruction in a group setting **ONLY** with members of their school team.

A student who violates this rule becomes ineligible to compete on that school team or in that school sports activity for the remainder of that school season. Any student who participates on an outside team after the school sport season begins is ineligible to join that school team for the remainder of that season. A team's season begins the day of that team's first contest and ends when that team's season has been completed. An ineligible student cannot participate with an outside team after the school team's season starts and then join the school team upon becoming eligible.

FIFTY PERCENT RULE: Participation (includes practice) during the school year on a non-school team outside the school season by students that will play the following season on the same high school varsity or junior varsity/B-team (grades 7-12) is limited to 50 percent of the number of players required to play the game (i.e., three in basketball, six in soccer, five in baseball, etc.).

Academic Rule

Requirements

(a) Students entering the 10th and 11th and 12th grades must have passed during the last two semesters in attendance and summer school, if applicable, at least six new Carnegie units with a minimum composite numerical average of 70 in those six units.

(1) Four core curriculum courses must be included in those units passed and averaged. (English, mathematics, science and social studies are core curriculum courses. Any combination of these courses is accepted.)

(2) Any student that accumulates more than four units of core courses per year may earn less than the required four core courses during the next school year and be eligible as long as the student remains on track for graduation with his/her class.

(3) Students entering the 8th and 9th grades must have passed during the last two semesters in attendance and summer school, if applicable, at least five new subjects with a minimum composite numerical average of 70 in those five subjects and must have been promoted to the next grade.

NCAA and Collegiate Eligibility

Athletes may wish to participate on the collegiate level after high school. In order to be eligible, student athletes must enroll online at the NCAA Eligibility Center. NCAA has very strict academic requirements for participation that are centered on the core course GPA and SAT/ACT scores. The NCAA GPA for incoming freshmen (2018 graduating class), is 2.3 cumulative grade point average. For more information, please visit the website. <http://www.athleticscholarships.net/ncaa-clearinghouse.htm> . Counselors at James Clemens are available for assistance with NCAA requirements.

2018-2019 Player/Parent Agreement & Consent Form

Please sign digitally via DragonFly Max

Player Agreement & Consent

I, have read, understand, and agree to the policies, procedures and obligations set forth in the *Player's/Parents Handbook*. As evidence by my signature, I certify that I have read and understand all of the foregoing and consent to abide by the rules as set forth herein.

Printed name of player

Signature

Date

Printed name of Parent or Legal Guardian

Signature

Date

Printed name of Parent or Legal Guardian

Signature

Date