

Godwin Heights Athletic Department Vision Statement

The Godwin Heights Athletic Department will provide year-round sports opportunities beginning at the elementary level. These opportunities will include educational instruction to encourage and develop the skills and attitudes necessary to pursue lifelong physical activity.

I. INTRODUCTION

It is a great honor and privilege to be a "Fighting Wolverine". Being an athlete at Godwin Heights carries with it a tremendous amount of responsibility. As an athlete, you are representing your school, coach, teachers, family, community, as well as yourself. Your conduct and appearance at school, practice, and contests must reflect this in a very positive way. Help us maintain the pride and tradition that has been established at Godwin Heights.

Success can only be achieved if you believe that hard work and dedication are important and meaningful. As an athlete, help us to continue to earn the reputation of having outstanding sportsmanship. Accept decisions of officials without dispute. They are seldom responsible for your success, so do not blame them for your failure. It is easy to be a good winner, but it is difficult to show class when you lose. Recognize and show appreciation for the fine play of your opponent. You have accepted the challenge of participation in athletics. Keep in mind, however, that you are in school to receive an education. Academics must and will come first.

II. PARTICIPATION WARNING

You need to fully understand and appreciate the risk of personal injury associated with participation in the athletic program offered at Godwin Heights Public Schools. Participation in athletics is a calculated risk. However, it is believed that the potential benefits of athletic participation far exceeds the potential hazards.

III. ATHLETIC OFFERINGS

Participation numbers will determine the number of levels per sport.

HIGH SCHOOL –

GIRLS

Fall Sports

Sideline Cheer (Varsity, JV)
Basketball (Varsity, JV, Frosh)
Cross Country
Tennis
Swimming

Winter Sports

Volleyball (Varsity, JV, Frosh)
Competitive Cheer
Sideline Cheer (Varsity, JV)
Bowling

Spring Sports

Softball (Varsity, JV, Frosh)
Track
Golf (Varsity, JV)
Soccer (Varsity, JV)

BOYS

Fall Sports

Football (Varsity, JV, Frosh)
Golf (Varsity, JV)
Cross Country
Soccer (Varsity, JV)

Winter Sports

Basketball (Varsity, JV, Frosh)
Swimming
Wrestling
Bowling

Spring Sports

Baseball (Varsity, JV, Frosh)
Track
Tennis

***High School athletes are allowed to participate in more than one (1) sport per season with the approval of the coaches and the Athletic Director.

MIDDLE SCHOOL –

GIRLS

Fall Sports

Basketball (7th & 8th grade team)

Winter Sports (Season 1)

Cheerleading (7th & 8th grade team)

Age Group Swimming

Winter Sports (Season 2)

Volleyball (7th & 8th grade team)

Spring Sports

Track

Tennis

BOYS

Fall Sports

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Winter Sports (Season 1)

Basketball (7th & 8th grade team)

Age Group Swimming

Winter Sports (Season 2)

Wrestling

Spring Sports

Track

Tennis

***Middle School athletes are not allowed to participate in more than one (1) sport per season.

IV. ATHLETIC PHILOSOPHY

- A. Godwin Heights Public Schools believes that a dynamic program of student activities is vital to the educational development of the student. Athletics functions as one of the integral parts of the total curriculum. The program is offered to assist in the development of fellowship and good will, to promote self-realization and all-around growth, and to encourage learning the qualities of good citizenship.
- B. Young people 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 plays an important part in helping the individual student develop a healthy body. Athletic competition adds to our school spirit and helps students develop pride in their school.
- C. The interscholastic athletic program will be conducted in accordance with existing Board of Education and Michigan High School Athletic Association policies, rules and regulations.
- D. Although we take great pride in winning, we do not condone “winning at all costs” and discourage any and all pressures, which might tend to neglect good sportsmanship and conduct. The general philosophy of the Godwin Heights Athletic Department related to playing time is based upon the following schedule:

Middle school sports – Coaches will strive to keep playing time equal for all students athletes involved.

9th Grade sports – Coaches will strive to play each student-athlete in all contests, though playing time may not be equal.

JV sports – Coaches will strive to play all student-athletes periodically throughout the season.

Varsity sports – Coaches will play the student-athletes that they feel are best prepared to achieve team and individual success. There is no guarantee of playing time for any student-athlete.

E. Every effort will be made to provide the best facilities, equipment and the most qualified staff available.

V. ATHLETIC CODE OF CONDUCT

A. Training Rules

1. Violations –
 - a. Smoking, chewing, or possession of tobacco.
 - b. Use or possession of alcoholic beverages.
 - c. Use or possession of any form of substance abuse chemicals (marijuana, cocaine, pills, anabolic steroids, etc.)
 - d. Law violations will be handled on an individual basis.
 - e. Student-athletes who choose to remain in the presence of others violating **any of the above (a.-d.)** will be subject to the same penalty (i.e. Parties).
 - f. Any student suspended from school for an alcohol or substance abuse chemical offense, will also receive an athletic suspension based on the consequences below.

2. Reporting Violations –
 - a. Reports must be given to the Athletic Director in writing.
 - b. Charged athlete will be given a due-process hearing before the athletic director and/or school administration.
 - c. A letter of charges and consequences will be sent to the parents within five (5) days if the athlete is participating in a sport at the time of the violation.
 - d. If the athlete is not out for a sport at the time of the violation, a letter will be sent to the parent informing them of future consequences.

3. Consequences - High School and Middle School –

Following is a tables listing the number of contests or games + dates (G+D) that students will be suspended per sport, for Athletic Code of Conduct violations:

High School Sports				
Sport	1st Offense	2nd Offense	3rd Offense	4th Offense
G/B Basketball	4	8	One-year	Career
G/B Cross Country	3	6	One-year	Career
Football	2	4	One-year	Career
G/B Golf	4	7	One-year	Career
G/B Soccer	4	8	One-year	Career
G/B Swim	4	7	One-year	Career
G/B Tennis	4	7	One-year	Career
G/B Bowling	5	10	One-year	Career
Competitive Cheer	3	5	One-Year	Career
Volleyball	4	8	One-year	Career
Wrestling	4	7	One-year	Career
Base/Softball	12 G+D	23 G+D	One-year	Career
G/B Track	4	8	One-year	Career

Middle School Sports				
Sport	1st Offense	2nd Offense	3rd Offense	4th Offense
G/B Basketball	3	5	One-year	Career
G/B Tennis	3	5	One-year	Career
Volleyball	3	5	One-year	Career
Wrestling	3	5	One-year	Career
G/B Cross Country	2	4	One-year	Career
G/B Track	2	4	One-year	Career
Cheer	2	4	One-year	Career

4. Enforcement – Violations will accumulate throughout a student-athlete’s high school career. One-year suspensions will last one full year from the date of the violation.
 - a. Training rules apply and will be enforced during the entire calendar year.
 - b. Training rules apply only when a person becomes an athlete.
 - c. Violations that occur in the middle school are not carried over to the high school.
 - d. Consequences will carry over to the next sport season if the athlete cannot complete the consequences during their current season. Athletes will need to finish the season in good standing for the consequences to count towards a suspension.
 - e. Suspended athletes will be allowed to practice but not participate in any contest. They will be required to attend the contest(s) from which they are suspended, but are not allowed to dress. They will be allowed to be present on the sideline or bench.
 - f. Scrimmages are considered practices.

5. Appeals Process –
 - a. A student-athlete’s parent(s) or legal guardian may request a conference with the athletic director to appeal an athletic suspension. Such requests shall be made within five school days of notification of the suspension. The athletic director shall affirm or modify the terms of the suspension within five school days of the conference.
 - b. Within five days of the decision by the athletic director, the parent(s) or guardian may appeal such decision to the student athlete’s principal.
 - c. Within five days of the decision by the principal, the parent(s) or guardian may appeal such decision to the Superintendent of Schools.
 - d. Within five days of the decision by the Superintendent, the parent(s) or guardian may appeal such decision to the Board of Education or a Board of Education Designee.
 - e. Consequences will stand throughout this appeals process.

B. Academic - High School Eligibility Requirements

1. Semester –
A student will be ineligible for the next semester if he or she fails more than two classes at the end of the semester. An incomplete shall be considered as failing until a grade is given. Written notification from the teacher to the athletic director that the athlete is now passing a class is required for renewing eligibility.

2. Weekly Eligibility –
Grades will be checked each Friday during the semester and any student failing three or more classes will be ineligible for the following week, Monday through Sunday.

C. Academic – Middle School

1. Weekly - there is no weekly check of eligibility in the middle school.
2. Marking Period (nine weeks) - an athlete who receives more than two (2) failures on their report card for a marking period will be ineligible from all athletic participation for the entire next marking period.
3. The athlete is not allowed to practice during this time.

D. Practice/Contests –

1. An athlete must be present for a minimum of three classes in a school day in order to participate in practice.
2. An athlete must be present all hours on the day of a contest in order to participate.
3. Pre-arranged absences (field trips, doctor and dental appointments) are exceptions. Illnesses do not meet this requirement. First hour tardiness resulting in absence and other individual circumstances will be dealt with on an individual basis.
4. If an athlete practices or participates in a contest when they have not met the above criteria, they must miss the next scheduled contest.
5. If the contest is the last one of the season, they must miss the first contest of the next sport season in which they participate.
6. Out-of-School Suspensions - athletes will not be allowed to practice or participate in any contest for the duration of any suspension.

E. Transportation –

1. All the athletes must travel to and from away contests or practices on school provided transportation unless both of the following are met:
 - a. Prior approval is obtained from the coach or athletic director.
 - b. A Transportation Waiver form or note relieving the school of all liability is signed by a parent or guardian and returned to the coach or athletic director.
2. Only parents, guardians, or persons over 18 years of age that are not current students at Godwin Heights are allowed to drive the athlete. Athletes are not allowed to drive themselves at any time.
3. The penalty for not following this policy will be to not allow the athlete to participate in the away contest of that date if they do not ride to the away contest or the next scheduled contest if they do not return home with the team.

F. Equipment/Uniforms –

1. An athlete is financially responsible for all equipment and uniforms issued to them.
2. Destroyed, lost or stolen equipment and uniforms must be paid for at the replacement value.
3. If not paid for or returned the athlete will not:
 - a. Receive their award for the sport.
 - b. Receive their report cards.
 - c. Seniors will not receive their diploma and /or transcripts will not be sent.
 - d. Be allowed to go out for the next sport.
4. Warm-ups and/or jackets are to be worn for games and/or practices only. They are not to be worn as general clothing items to, from, or during school hours.
5. Uniform shirts/tops may be worn on contest days only as directed by the coach. Only those shirts/tops which are appropriate school attire can be worn in school.

VI. COMMUNICATION

A. Handling Concerns and Conflicts –

Competitive athletics is by nature a very emotional topic. The Godwin Heights Athletic Department and all of our coaches take the teaching, coaching and mentoring of your daughter or son very seriously. Both the parent and the coach want to do what is best for the athlete and team. If you have concerns or questions about your daughter or son, set up a time to meet with the coach. This discussion should be beneficial to both the parents and the coach, as both should have the welfare of the student and the team in mind. It is appropriate to ask questions regarding your student-athlete's behavior or ways that they may improve. Following are some expectations when issues do arise:

1. Encourage your student-athlete to talk to the coach.
2. If not resolved, parent should contact the coach to discuss the situation.
3. Please refrain from approaching a coach following a game. Call the next day and set up a time to talk or meet personally.
4. The amount of playing time and game strategy are coaching decisions not to be questioned.
5. If conflict is not resolved, you may call the Athletic Director to discuss your concerns. This should not be done until the parent and coach have already discussed the issue.

B. Playing Time –

It can be very difficult to accept that your child is not playing as much as you may have hoped. Please understand our coaches are professionals. Only qualified coaches instruct our student-athletes. Their decisions are based on observations and assessments. Remember that the coach may have additional information from practice and from other contacts with the student.

C. Inappropriate issues for parents to discuss with the coach include:

1. Playing time of your son or daughter
2. Coach's play calling and strategy
3. Other student-athletes

While it is inappropriate for parents to discuss these items with a coach, if it is a concern of the student-athlete, the student-athlete should talk with the coach about these items.

VII. PHYSICAL EXAMINATIONS

- A. A new physical is required for all athletes each school year.
- B. A Physical/Permission form must be signed and on file in the athletic office before an athlete is allowed to begin practicing.
- C. Any physical examination given after April 15 is valid for the following school year.

VIII. QUITTING A SPORT

- A. An athlete cannot just quit one sport and go out for another. The coaches of both sports must give approval.
- B. If an athlete fails to make a team and is cut, that athlete may try out for another team if that coach approves.

IX. PRACTICES

- A. All athletes are expected to attend practice everyday and be on time. Please refer to individual team rules or talk to a program coach for more specifics on consequences of missing practice.
- B. Athletes who will be absent or late should notify the coach before practice is to begin.
- C. Athletes who are in school will be expected to be at practice.
- D. Practices for the Middle School will begin no later than 5:00 pm.
- E. All weekend practices are optional in nature and will be held to a minimum.
- F. Practices should not exceed two (2) hours in length.

- G. Practice schedules are worked out with the coaching staff and athletic director. Practices for most teams will begin at 3:00 p.m. Winter sports practices for the high school, when all teams are inside, will generally be scheduled from 3:00 to 5:00 pm, 5:00 to 7:00 pm, and 7:00 to 9:00pm with time slots being shifted around to give all teams an equal opportunity to go early.
- H. On occasion, when a non-staff member coaches a team, practice times must be worked out to accommodate their work schedule.
- I. Weather Related Cancellations –
 - 1. In the event that weather conditions cause the closing of school during the course of the school day, all practices will be cancelled.
 - 2. If school is cancelled due to weather conditions before the start of the school day, practices, which are optional in nature, may be held if conditions improve.
 - 3. The Athletic Director will determine cancellation of contests due to weather conditions.

X. CUT POLICY/PLAYING TIME

We want to involve as many participants as possible in our athletic program. We also recognize that sometimes in certain team sports the size of the team must be considered. If cutting players from a team is necessary the following criteria will be followed:

- A. High School –
 - 1. The size of the team and selection of players will be at the discretion of the coach. Each coach will establish criteria to be evaluated and set a date when cuts will be made.
- B. Middle School –
 - 1. Every attempt will be made to avoid cuts at the middle school level. If cuts do become necessary, coaches will inform athletes of the criteria which will be used, prior to the process.
 - 2. All decisions will be at the discretion of the coach.
 - 3. If an adequate number of players try-out for a team, a second team may be formed to avoid making cuts at the Middle School level.

XI. INSURANCE/INJURIES

Godwin Heights Public School DOES NOT assume financial responsibility for medical, hospital, or ambulance expenses incurred because of athletic injuries. Athletics is a voluntary program in which students participate at their own risk. The school district does carry Secondary (supplemental) Coverage Insurance for athletes. This means that bills must be submitted to personal insurance companies first, and then to the school's insurance carrier for those bills not covered or fully paid. The school's insurance covers only "accidental" injuries incurred by an athlete while participating in a sport.

A. Insurance Procedure –

1. Notify the coach of all injuries if they are not already aware. They must fill out an injury report form before any of the school's insurance claims can be submitted.
2. Bills for any medical treatment must first be submitted to personal insurance carriers.
3. If personal insurance carriers do not fully cover the costs incurred or if someone has no insurance, a form for the school's insurance can be obtained from the athletic office. There are portions for the parent and attending doctor to complete before attaching the unpaid bills and returning them to the school's carrier.

B. Injuries –

1. A certified athletic trainer is available to assist students with any injuries. The trainer's hours are posted on the training room door for students who need services.
2. Once an athlete goes to a doctor, hospital, or medical center, they cannot practice or play in a contest until written permission is obtained from the attending physician clearing the athlete for participation.

XII. ATHLETIC AWARDS

A. Each coach sets the specific criteria for earning and granting of an award. However, the following minimum criteria must be met by all athletes in order to receive an award:

1. Follow and abide by the athletic handbook.
2. Complete the entire season.
3. Return all uniforms and equipment.
4. Have paid for all lost or stolen equipment.
5. Attend awards night unless excused by the coach.

B. High School Awards - Only one similar letter will be awarded per athlete.

1. Major Awards –
 - a. First - 8" letter with a patch for the sport
 - b. Second, third, or fourth - a major certificate
 - c. First award in another sport - a major certificate with a patch for the sport
2. Minor Varsity - a 6" letter
3. J.V. Major - a 6" letter
4. Freshman - graduating class numerals

5. Senior Awards - each senior who receives an award in their senior year will be presented an award or a special plaque at the senior breakfast.
 6. Any athlete who does not earn their graduating numerals can purchase them in the athletic office for \$2.00.
- C. Middle School Awards - special certificates
- D. Memorial Awards - the following awards are presented annually by the coaches of the respective sports to honor former athletes who have passed away. These awards are based on dedication, attitude, desire, leadership, attendance, hustle, someone who gives the most based upon their ability and is a team player.
1. Mark Harvey Award - football
 2. Randy Hessel Award - baseball
 3. Dan White Award - wrestling
 4. Joe Mulder Award – track

Each recipient has their name engraved on a permanent plaque along with the former winners. It is a great honor to be selected for one of these awards.

XIII. POINT SYSTEM - OUTSTANDING ATHLETE

- A. The following point system will be used for selecting the outstanding male and female senior athlete. To be eligible for this award, the athlete must participate in a least one (1) sport during their senior year and, since this is a senior award, the athlete cannot have been suspended from school during their senior year.
1. Athletic Award Points –

a.	Freshman Award	2 points
b.	J.V. Award	2 points
c.	Varsity Award (Grades 9 - 11)	
	1) Major Award	3 points
	2) Minor Award	2 points
d.	Varsity Award (Senior Year)	
	1) Major Award	4 points
	2) Minor Award	3 points
 2. Bonus Points - athlete will be awarded only the highest point level obtained.

a.	All - Conference (first place or first team only)	6 points
b.	All - State	
	1) First Place or Team (As many as are selected for sport)	8 points
	2) Honorable Mention	6 points
c.	All - American	
	1) Team	10 points
	2) Honorable Mention	8 points

3. Demerit Points –
 - a. Quitting or removal from a team 4 points
 - b. First athletic code violation 4 points
 - c. Second athletic code violation 6 points
 - d. Third athletic code violation ineligible for award

4. Any athlete that participates in two sports during the same season will be awarded points for the sport which provides them with the highest point total only.

B. Awards/Scholarships –

1. The top five male and female athletes will receive a plaque and be recognized at “Class Day”.

2. Godwin Sports’ Boosters Scholarships –
 - a. The top two male and female athletes will be eligible to receive a monetary scholarship to the school of their choice.
 - b. The scholarship can be collected up to one (1) year from graduation.
 - c. Athletes must graduate on time, with their class to be eligible.
 - d. Proof of enrollment needs to be presented to the treasurer of the boosters to receive payment.

GRIEVANCE PROCEDURES
FOR
TITLE IX OF THE EDUCATION AMENDMENT ACT OF 1972

Section 1

Any person believing that the Godwin Heights School District or any part of the school organization has inadequately applied the principles and/or regulations of Title IX of the Education Amendment Act of 1972 who may bring a complaint, which shall be referred to as a grievance, to the local Title IX Director at the following address:

Mr. Dan VanderMeulen
 High School Assistant Principal
 Godwin Heights High School
 50-35th St.
 Wyoming, MI 49548

Section 2

The person who believes a valid basis for grievance exists shall discuss the grievance informally and on a verbal basis with the local Title IX Director, who shall in turn investigate the complaint and reply with an answer to the complainant with five (5) business days. The complainant may initiate formal procedures according to the following steps:

Step 1

A written statement of the grievance signed by the complainant shall be submitted to the local Title IX Director within five (5) business days of receipt of answers to the informal complaint. The Director shall further investigate the matters of grievance and reply in writing to the complainant within ten (10) business days.

Step 2

A complainant wishing to appeal the decision of the Local Title IX Director may submit a signed statement of appeal to the Superintendent of Schools with five (5) business days after receipt of the Director's response. The Superintendent shall meet with all parties involved, formulate a conclusion, and respond in writing to the complainant with ten (10) business days.

Step 3

If unsatisfied, the complainant may appeal through a signed, written statement to the Board of Education with five (5) business days of receiving the Superintendent's response in Step 2. In an attempt to resolve the grievance, the Board of Education shall meet with concerned parties and their representative within forty (40) days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of this meeting.

Step 4

If, at this point, the grievance has not been satisfactorily settled, further appeal may be made to the Office for Civil Rights, Department of Education, Washington D.C. 20202.

Inquiries concerning the nondiscriminatory policy may be directed to Director, Office for Civil Rights, Department of Education, Washington D.C. 20202.

The local Director, on request, will provide a copy of the district's grievance procedure and investigate all complaints in accordance with this procedure.

A copy of the Acts and the regulations on which this notice is based may be found in the Title IX Director's office.

GODWIN HEIGHTS BOARD OF EDUCATION
Wyoming, MI 49548

STATEMENT OF COMPLIANCE WITH FEDERAL LAWS

It is the policy of the Godwin Heights Public School not to discriminate on the basis of age, ancestry, color, gender, race, religion, national origin, height, weight, marital status, and disability. For concerns or questions regarding the above discrimination statement, contact the EEOC Compliance Officer at 15 – 36th Street, SW, Wyoming, MI, 49548.

Telephone (616) 252-2090

If your questions are not adequately addressed, refer your concerns to the President of the Godwin Heights Board of Education, 15 – 36th Street, SW, Wyoming, MI, 49548.