

Shoreline School District No. 412  
Department of Athletics

**SECONDARY SCHOOL  
ATHLETIC POLICY AND GUIDELINES  
HANDBOOK**

Revised August 2009



**SHORELINE SCHOOL DISTRICT**

## COACHES HANDBOOK

### **SECTION 1-DEFINITIONS AND DESCRIPTIONS**

- Description of Co-curricular and Extracurricular Programs
- Description of Interscholastic Athletics
- School Board Policy for Interscholastic Athletics
- WIAA Coaches Standards
- Job Description of Head Athletic Coach
- Job Description of Assistant Athletic Coach
- Expectations and Selection for Volunteer Coach
- WIAA Code of Ethics
- Shoreline Team Sportsmanship
- Shoreline Coaches Code of Conduct

### **SECTION 2-RISK MANAGEMENT MANUAL**

- Table of Contents
- Introduction
- Standards of Care
- The Basics:
  - Proper Activities
  - Proper Facilities
  - Proper Equipment
  - Proper Instructions
  - Proper Supervision
  - Proper Discipline
  - Behavior Issues
  - Parents and Permission
  - IHealth and Medical Issues
  - Documentation and Reporting

### **SECTION 3-REGULATIONS AND ELIGIBILITY OF PROGRAMS**

- WIAA Regulations
- Middle School Athletic Eligibility Information (with season limitation chart)
- High School Athletic Eligibility Information (with season limitation chart)
- High School Academic Eligibility
- Middle School Eligibility Rules

## **SECTION 4-ADDITIONAL COACHING INFORMATION**

- Insurance
- Reserve Programs
- Officials
- Filming or Video Taping
- 6th Period Turn-Out
- Reporting Contest Results
- Medical Clearance Policy
- Emergency Care
- Accident Reports
- Sports Camps and Community Programs
- Off Season Activities
- School Athletic Equipment Policy
- Preseason Athletic Meetings for Parents Suggested Outline
- Supervisory Passes
- Rainout & Event Postponement Protocol

## **SECTION 5-EMERGENCY INFORMATION & FORMS**

- Procedure in the Event of an Accident
  - Emergency Accident Plan
  - Emergency Medical Procedures
  - Management of Concussion
  - Report of Accident Form
  - Medical Release Form
  - Waiver of Accident Insurance Plan
- Head Injury/Concussion Protocol
- First Aid and Emergency Kit Information

## **SECTION 6-STUDENT ATHLETE INFORMATION**

- District Requirements
- Participation Fee Guidelines
- Guidelines for Private and Alternative School Student Participation
- Student Eligibility
- Student Athletic Contract
- Copy of Athletic Contract Card
- Copy of Physical Form

## **SECTION 7-TRANSPORTATION**

- School District Transportation Policy
- Team Buses
- Tournament or Playoff Arrangements
- Excuse From Riding Team Bus
- Use of Seat Belts
- Special Athletic Trips
- Administrative Guidelines
- Driving Directions

## **SECTION 8-SAFETY GUIDELINES**

- Baseball/Fastpitch Safety Guidelines
- Basketball Safety Guidelines
- Cheerleading Safety Guidelines
- Cross Country Safety Guidelines
- Football Safety Guidelines
- Golf Safety Guidelines
- Gymnastics Safety Guidelines
- Soccer Safety Guidelines
- Swimming/Diving Safety Guidelines
- Tennis Safety Guidelines
- Track & Field Safety Guidelines
- Volleyball Safety Guidelines
- Wrestling Safety Guidelines