

LA SALLE PREP

PARENT/STUDENT-ATHLETE
HANDBOOK

2017-2018



The mission of the La Salle Catholic College Preparatory Athletic Department is to educate student-athletes about the values associated with athletic competition and to help them reach their athletic potential. Student-athletes will represent the qualities of a Lasallian school to the community, while growing into men and women of excellent character.

We are glad that your child has chosen to participate in one of La Salle's Athletic Programs. La Salle's athletic programs are an extension of the overall education provided at our Catholic college preparatory school. All of La Salle's coaches are teachers first. We are here to educate your child. The traditions of La Salle and our founder's teachings are as rooted in athletics as they are in the messages your child will hear in classes each day of this school year. Our coaches are taught to build healthy, positive relationships with their athletes to create an environment where students will be at their optimal learning. Coaches are also taught to model the behavior they want to see in their athletes. Our Athletic Department mission statement that you see on the cover was developed with input from our coaches and fits seamlessly into our school's mission.

Participation on athletic teams is not a requirement for graduation. Rather, it is a choice of students to enhance their high school experience. Participation is an opportunity for additional education that takes place in daily practice and in competition. It is a chance to learn to be a teammate, a leader, a student of the game and an ambassador for La Salle. The experiences they gain from participation in athletics will create great memories and lifelong friendships. Working together as a team and a commitment to excellence will serve as a foundation for each of the participants becoming a person of high character.

At La Salle, our goal is to prepare our students for success as adults, and we firmly believe that our athletic programs are an important part of our overall program. These programs offer students, parents, faculty, alumni and community members the opportunity to be a part of the school community.

Young athletes should be able to learn and demonstrate how to:

- Be reliable when it comes to listening, being on time and staying focused
- Take correction without excuses or blame
- Keep promises and finish what they start
- Understand that temper is not part of playing or being a competitor
- Tell the truth and play within the rules and the spirit of the game
- Help others
- Win with humility and lose with dignity
- Understand the value of rules
- Be part of a team and not always look to get their own way
- Develop leadership skills
- Attribute all of these lessons with the appropriate values and be people of character

CORE VALUES OF LA SALLE ATHLETICS

All La Salle student/athletes will always strive to stay the course of our mission as described by our "Banners".

- Accept Everyone- Respect All persons
- Remember the presence of God
- Push your limits-Prepare for Life
- Value the Individual
- Respond to the Poor-Overcome Injustice

General Expectations of La Salle Student-Athletes

Student-athletes are expected to conduct themselves, both on and off-campus, in a manner which brings credit to La Salle Catholic College Preparatory. In addition, student-athletes are subject to the rules and regulations specified by each head coach for any team membership, the Vice Principal of Student Life, and the Director of Athletics. Coaches are able to set higher expectations than those of La Salle in general, as long as they are in line with the school's mission and have the approval of the Director of Athletics.

Any head coach or the Director of Athletics may at any time reprimand a student-athlete, suspend the student-athlete from the team, or impose conditions of probation on the student-athlete's continued participation on

the team if the head coach or Director of Athletics believe that the student has engaged in misconduct or violated student-athlete standards.

Sportsmanship Expectations

Student-athletes are ambassadors of La Salle and enjoy many privileges of such a role. However, they also bear the important responsibilities of such a position. Student-athletes must behave with dignity and good sportsmanship, and must exhibit honesty and fairness during all competitive interactions. These should reflect positively on La Salle both on and off the field of play.

Participation Requirements

All students, in order to be able to participate in athletics, must meet the following requirements:

1. Have a current physical on file in the Athletic Office. Athletes and families must allow for a 24 hour period for eligibility clearance before they can participate. A current physical is defined as having been conducted within the last two years on the OSAA Pre-Participation Examination Form.
2. Have a current school year Emergency Medical Release Form online through Allplayers.com. Athletes and families need to allow for a 24 hour period before they can participate.
3. Athletes must be in school for at least half a day (4 academic class periods a day) in order to compete or practice. Exceptions would be pre-arranged absences, dental or doctor appointments, school-initiated absences or pre-approval from the Director of Athletics, Vice-Principal or Principal.
4. Students must have all gear turned in to their coach from any previous sport and be cleared through the Athletic Department in order to play the next sport.
5. Students must meet all OSAA and La Salle academic eligibility requirements.
6. Any student who quits a sport is not eligible to participate in any other sport during that same season without the consent of the head coach of the sport which the athlete quit.
7. Students must have no outstanding fines, fees, or other school property, which hasn't been turned in to the Athletic Department. Parents of students who fail to turn in their team-issued gear will be blocked from Powerschool. Seniors who fail to turn in their team issued gear will not be able to pick up their cap and gown for graduation.
8. Students who miss practice (or leave practice early) without permission will not be allowed to compete at the next contest.

Academic Eligibility Requirements for Co-Curricular Activities

In order to be eligible to participate in co-curricular activities, students must meet the eligibility requirements for both the OSAA and La Salle Prep. Activities covered by the OSAA and La Salle co-curricular eligibility requirements include athletics, drama, student government, cheerleading, solo music competition, and all Northwest Oregon Conference competitions (band, orchestra, and choir).

Minimum OSAA Eligibility Requirements

La Salle is a member of the Oregon Schools Activities Association, and falls under the rules that the OSAA has established for the eligibility of athletes. In order to participate, students must:

1. Not be 19 years of age before August 15 of the current year.
2. Have passed five (5) out of seven (7) classes the previous semester
3. Be currently enrolled and passing classes with a 1.8 GPA at each grading period.
4. Be a full time student enrolled at La Salle
5. Be making satisfactory progress towards graduation. Student-athletes must meet or exceed the following number of credits before the start of the specified year:
 - a. Sophomore year = four (4.5) credits
 - b. Junior year = nine and a half (10) credits
 - c. Senior year = sixteen (17) credits

La Salle Academic Eligibility for Co-Curricular Activities

At La Salle Catholic College Preparatory there is a belief that all students can learn, and that they learn best when they are actively engaged in the learning process. We are committed to providing every opportunity for students' success. When a student shows that they are struggling to meet the academic requirements for our school, our goal is to help them focus their attention toward their schoolwork.

1. **Progress Reports-** At the end of each six-week grading period, students must be passing with a 1.8 GPA or complete the requirements of an Academic Improvement Contract. Students who do not attain this level of academic standing will be ineligible until standards are reached.
2. **Semester Grades-** If the student's GPA falls below a 1.8, or does not have 5 passing classes at the end of any semester, the student is ineligible to participate in co-curricular for the entire next semester.
3. **Summer courses-** Students may complete courses over the summer to meet the academic eligibility requirements for the fall. Academic eligibility in the fall is typically based upon spring semester grades. The credits earned over the summer must be accepted by La Salle as transfer credit. After combining the grades for the credits earned over the summer with the spring semester grades, the student must have passed five courses and have a combined (spring and summer) GPA above a 1.8.

Policies-(In Alphabetical Order)

Accessing the School's Supplemental Insurance in Case of an Injury- La Salle provides supplemental insurance for students engaged in school activities during the time of an injury. If your son or daughter is injured and needs medical attention as a result, please follow up with the Athletic Department to insure that an Injury Report was completed on the incident. From there, La Salle will proceed with the mailing home of insurance forms to aid your family in the payment for your care. If your son or daughter is injured and sees a doctor, your child must provide for the coach a form from the doctor clearing him/her for athletic activity before your child may participate again.

Assumption of Risk

Parents and student-athletes must be aware that there are risks associated with participation in athletics. They must understand that these risks include a full range of injuries, from minor to severe, and recognize the possibility that death, paralysis, or other serious permanent disability may result from participation in athletics. The student-athlete must also realize that neither protective equipment used in sport, safety rules and procedures of the sport, the coaching instruction received, nor the sports medicine care they receive will guarantee safety or prevent all injuries they might sustain. In consideration of La Salle Catholic College Preparatory making any equipment and/or facilities available while participating in such activities, the undersigned releases La Salle Catholic College Preparatory and all employees from any and all claims, demands, and causes of action whatsoever in any way growing out of or resulting from the undersigned student's participation in activities of any activity. La Salle Catholic College Preparatory encourages all of the families involved with athletics to obtain health insurance.

Athlete Tardiness- A tardy is defined as being up to 10 minutes late to class. After two tardies in a given semester, subsequent tardiness to school may result in the athlete being unable to practice or compete in a contest on the day of the tardiness in addition to the student being given a detention.

Athlete Tardiness due to Illness- If an athlete comes to school with a note explaining that the athlete was late to school due to illness or other physical condition, the athlete may be unable to practice or compete in a contest on that day. This decision will be left to the coach's discretion.

Behavior at Contests- La Salle chooses to be a member of the Oregon School Activities Association. By being a member, we are choosing to follow their facilitation, direction and policies surrounding Oregon high school athletics. We all represent La Salle and its values anytime we attend a La Salle athletic contest. Here are guidelines for spectators and participants at athletic contests:

Parent/Student/Spectator Behavior

- Respect both players and fans of opposing teams.
- Be a role model. Don't harass or trash talk opponents, fans or officials before, during or after a contest.
- Recognize and support the efforts of coaches, officials, leagues, and school administration
- Support your child/peer/team with positive actions and encouragement.
- Respect the officials' judgment and interpretation of the rules.
- Accept both victory and defeat with pride and compassion.
- Applaud all participants' efforts; win or lose.
- Remember your actions speak louder than words.

Spectators may be ejected from an event for violating these rules.

Participant Behavior

- Treat opponents with respect.
- Exercise self-control.
- Display modesty in victory and graciousness in defeat.
- Accept the judgment of the officials without complaint or unnecessary gestures.
- Congratulate the opponents in a sincere manner following victory or defeat.
- Accept the responsibility and privilege of representing your school and community.

Boosters- Our Booster Club meets, for the most part, on the second Monday of every month. It is comprised of La Salle parents who support the mission of La Salle Athletics. The Boosters provide great financial assistance to La Salle through the purchase of athletic gear and uniforms, and facility upgrades. If you have a need for your program, La Salle's protocol is that you present your idea to the Director of Athletics. If approved, it will appear on a list of suggested items to be purchased by the Booster Club in the following school year. The list is finalized in May for the following school year, and the Booster Board votes to approve the list of items in the fall. The Boosters provide opportunities for fundraising for athletic programs throughout the year, mostly through volunteerism in the concessions stand and during Steak and Seafood, the Booster club's big annual fundraiser February 4, 2017. Boosters contribute greatly to the friendly atmosphere at La Salle athletic events as they help collect tickets, announce, run the clock and scoreboard, and work the chains in football, as well as many other duties to assist La Salle athletics.

Northwest Oregon Conference- The NWOC is an organization of educational institutions. The competitive programs directed by the schools and conference exist to further the educational development of the students. The conference and member schools shall make every effort to insure that athletic contests and activity programs are conducted in an atmosphere, which places maximum emphasis on good sportsmanship, positive relationships between schools, and the educational benefits of competition and participation.

Changing Sports- If an athlete turns out for a sport/activity and then quits, or is dismissed because of disciplinary reasons, that athlete is then ineligible to turn out for another activity/sport that season unless arrangements have been made with the head coaches involved and the Director of Athletics.

Complaint Procedure- When problems arise, each athlete has the right of appeal. Should an athlete or parent have a complaint, the following steps may be taken to find a workable solution. The following steps must be followed in sequence:

1. The athlete is encouraged to take responsibility for approaching the coach first to discuss the situation.
2. The athlete and parent are encouraged to meet with the immediate coach, with the athlete taking the responsibility to voice his or her concerns.
3. If the athlete is on a non-varsity team, the athlete or parents may make an appeal to the head coach of the program.
4. If the issue is not resolved, the parents or athletes may make an appeal to the Director of Athletics.
5. Restrictions:
 - a. Parents and athletes will not address concerns with coaches at the contest site on the day of games. Concerns will not be addressed to coaches before, during or after athletic contests. Instead, a separate appointment will be made so that concerns can be addressed privately, within the guidelines stated under #3 above.
 - b. Parents and athletes will not address concerns with coaches in front of other athletes.
 - c. Parents will not attempt to address concerns with a coach as a group of more than one set of parents. At no time will a coach be required to address concerns with more than one athlete or parents at a time.
 - d. Parents may report directly to the Director of Athletics or the Principal if there is a situation when a parent believes the coach has violated a law (i.e. harassment or misconduct).

Concussions- Concussions are one of the most serious incidents we face in athletics, and concussions that are not treated adequately have some potentially grave consequences for the rest of an athlete's life. We must treat them with the utmost seriousness. Any time an athlete takes a knock on the head, we must take action for their health and safety. If a student appears to have been knocked out, or knocked unconscious during a practice or game, but then regains consciousness within several seconds, it is the coaches' duty to immediately remove them from play and evaluate them. If it is not an emergency situation, then the athlete must be monitored for at least 15 minutes. If after 15 minute's time, the coaches have determined in conversation and observation that the athlete was not, in fact, knocked unconscious and they did not suffer a concussion, then they may return to play. But if in that evaluation time, a coach maintains his assertion that the athlete did go unconscious or is suffering the effects of a concussion, they must be removed from play immediately, their parents must be contacted, they must be closely monitored until their parents arrive and they must see a doctor and receive a note of medical clearance before returning to practice or playing. Please closely follow these guidelines for signs and symptoms of concussions.

Symptoms observed by staff or parent:

Appears dazed or stunned
Is confused about assignment
Forgets plays
Is unsure of game, score, or opponent
Moves clumsily
Answers questions slowly
Loses consciousness
Shows behavior or personality changes

Symptoms reported by athlete:

Headache
Nausea
Balance problems or dizziness
Double or fuzzy vision
Sensitivity to light or noise
Feeling sluggish
Feeling foggy or groggy
Concentration or memory problems
Confusion

If you still witness signs and symptoms of a concussion after a doctor has cleared an athlete, your judgment is the most crucial at that time, and you can sit an athlete out.

Dual Sport Athletes- If you have an athlete who wants to play two sports simultaneously, contact the Director of Athletics immediately. That student and their parents must set up a meeting with the Director of Athletics as well as both coaches prior to the first contest to fill out a "Dual Sport Participation" form. The athlete must

choose a primary sport, so when there is a conflict, the athlete will attend the primary sport. If a conflict arises, the Director of Athletics will intervene and make a determination.

Due Process for Student-Athletes- If a student athlete/activity person faces a disciplinary action for their behavior, which could result in suspension or dismissal from an athletic team or activity the following due process will be used. This process is not intended to supersede the school's student discipline policy and administrative rule.

- The coach and/or Director of Athletics shall meet with the student and inform him/her of the reasons for the disciplinary actions. Parents will be notified and the student shall have the right to present his/her version of the situation.
- The parents shall be notified if the disciplinary action will lead to possible removal from the team and the reasons for the action.
- The coach needs to clearly explain the disciplinary process ahead of time to all athletes.

Early Dismissal for an Away Athletic Contest- Your child will need to request an early dismissal from his or her classroom teacher that is 15 minutes before the scheduled bus departure. La Salle advises that your child plan ahead, approach the classroom teacher before class begins, and make a plan. It is the student's responsibility to leave the classroom no more than 15 minutes prior to the bus departure. It is also the student's responsibility to cooperate with the teachers and make every effort to get assignments in advance when it is necessary to be excused from class because of trips. Students who leave class more than 15 minutes early will be subject to disciplinary action.

Ejections from Contests- Any student-athlete who is ejected from an athletic contest will meet with the Director of Athletics for a review of the incident. The student may continue to practice through their one game OSAA sanctioned suspension, but may not participate in any further contests until a letter of explanation is written by the athlete to the Director of Athletics. Any appeal of the suspension, would be made in conjunction with the head coach to the Director of Athletics, who communicates with the Commissioner of Officials for the particular sport. When an athlete is ejected from an athletic contest, they may be subjected to the consequences listed in the OSAA Regulations under rules 23, 24, and 25. The ejection fine that is billed to the school will be paid by the student and their family. The OSAA fines increase as a sport during a season. When the first participant in a sport is ejected, the school shall be assessed a \$50 fine by the OSAA. A second ejection in the same sport during the same season shall result in the assessment of a \$100 fine, and each ejection thereafter in that sport during that season shall result in a fine to be increased by \$50 increments for each ejection without limitation. Exception: The fine for an ejection in the last contest of the season shall be increased by \$100 over the standard fine for the offense by the OSAA. A second ejection for an unsportsmanlike act during the same sport season may result in a two game suspension. A third ejection for an unsportsmanlike act during the same sport season may result in disqualification from further participation in that sport during that sport season.

Ejection Policies – Physical Contact with Official- The OSAA considers physical contact between an athlete and an official a gross act of unsportsmanlike conduct. The offending athlete shall be immediately ejected from the contest, shall be suspended as provided in the OSAA Regulations and may be required to satisfy other requirements as prescribed by the Board. In addition, the school shall be fined up to \$1,000 as set by the Board. The ejection fine that is billed to the school will be paid by the student and their family.

Equipment- Athletes will be personally responsible for all school equipment issued to them and are expected to return it in good condition and on time. Athletes will pay for equipment lost or damaged at replacement value. Payment for lost or damaged items must be met before a student-athlete's eligibility will be reinstated.

Fundraisers/Donations-Any time a fundraiser (one-time or repeated) or donation is being planned by any parent, athlete, family, coach, team or otherwise, it must be pre-approved. There is a form for use in the Athletic Department, and requires the approval of the Director of Athletics as well as the Vice President of Advancement. La Salle closely monitors all fundraisers and donations for any and all of its programs. Any proceeds from a fundraiser or donation will be deposited into an athletic program's individual account, and any spending of those funds will follow La Salle's purchasing policy, with approval of the head coach, Director of Athletics, and Business Manager.

Hazing- Hazing occurs when an act is committed against a student or a student is coerced into committing an act that creates a substantial risk of harm to the student or to any third party in order for the student to be initiated into or affiliated with any school group, club, athletics team, grade level, activity or organization. Hazing includes, but is not limited to:

Any activity involving an unreasonable risk of physical harm, including paddling, beating, whipping, branding, electric shock, sleep deprivation, exposure to weather, placement of harmful substances on the body, and participation in physically dangerous activities. (Includes any inappropriate use of social media or electronic harassing.)

Hazing Incidents- Any type of hazing incidents will be reported to the La Salle Administration immediately. Due process will be used for investigating any incidents. Possible consequences include an athlete's participation on a team being terminated.

Insubordination- If a coach creates a team rule that is intended to protect the players on the team and a student-athlete intentionally disobeys the coach's direct order, then the player may face disciplinary action, which could include removal from the team. Examples:

1. A student-athlete participates in powder puff football after the coach tells all team members not to.
2. A student-athlete leaves a contest with a friend rather than waiting for the contest to finish and ride home on the bus.

La Salle Lettering Policy- Head coaches of each program will determine the details of their program's letter requirements. La Salle varsity letters are given to those athletes who have consistently participated at a varsity level over the course of a season. Some athletes are brought up to varsity to be a swing player during the season or during the playoffs; Coaches do this sometimes for the benefits of the experience for your child. Please recognize that this experience may not result in a varsity letter. If your child is demoted to a lower level from varsity during the season, the head coach owes your child an explanation. Athletes are expected to follow the following guidelines:

1. Athletes must be notified of the lettering policy before the first game of the season.
2. Any athlete who is unable to finish a season for disciplinary reasons will be ineligible to letter.
3. Any student who does not finish a season by his or her own choice or by his or her parents' choice is ineligible to letter.
4. Only students at La Salle are eligible to letter.

Medication Procedure- All prescription and non-prescription medication must be authorized by the parent or guardian and all appropriate documents must be on file in the school office. If a student has a prescription for asthma or other breathing ailments, the coach may hold that athlete out of participation if that athlete does not have their inhaler with them at a practice or a contest.

Multiple Sport Athlete- La Salle strongly encourages all student-athletes to participate in multiple sports. The athletic department is in agreement that student-athletes may not begin a second sport until the current sport finishes its season and any playoff contests (example- a football player may not begin basketball practice until the football season and any playoff contests are completed). Athletes who are not a part of the varsity

program may begin a second sport once the regular season is complete, assuming they have permission from both head coaches of the sports they are a part of. Although student-athletes are not allowed to practice with their second team until the first season is complete, it is strongly recommended that the player inform the head coach of the second team regarding the player's intent to join the second team at the conclusion of the first team's season.

Music- Any music played during practice, or during a warm up to an athletic contest in the playing area must be appropriate for listening by the general La Salle community. Music shall be played that is free from references to violence, overt sexual lyrics, edited or unedited cussing, or unhealthy lifestyle choices. Any music must be cleared by the Director of Athletics at least two days prior to the contest, and the entire CD must be cleared in order to be played.

Parent Expectations- Parenting and coaching can be both rewarding and challenging. We want to work in partnership with parents to provide the most rewarding experience possible for our athletes. When your child becomes involved in our programs, you have a right to understand what expectations are placed on your child and what we expect from parents. This begins with clear communication from the coach of your child's program.

Communication you should expect from your child's coach:

- Philosophy of the program
- Expectations the coach has for your child as well as for all the players on the team
- Location and times of all practices and contests
- Team requirements, i.e. fees, special equipment, off-season conditioning, and attendance at practices and games, lettering policy
- Procedures that will be used should your child be injured during participation
- Team rules and the consequences for breaking the rules, up to and including denial of your child's participation in the sport

Communication coaches expect from parents:

- Concerns expressed directly to the coach
- Notification of family schedule conflicts
- Specific concern in regard to a coach's philosophy and/or expectations

As your child becomes involved in the athletic program at La Salle, she will experience some of the most rewarding moments of her life. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times, discussion with the coach is encouraged.

Appropriate concerns to discuss with coaches:

- The treatment of your child mentally and physically.
- Ways to help your child improve.
- Concerns about your child's behavior.

Coaches are professionals. They make decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain things can and should be discussed with your child's coach. Other things, such as those on the following list, must be left to the discretion of the coach.

Issues not appropriate to discuss with coaches:

- Playing time
- Team strategy
- Play calling
- Other student-athletes

There are situations that may require a conference between the coach and the parents. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the complaint procedure should be followed to help promote resolution to the concern.

Practices- Athletes are expected to attend all practice sessions. If the student has a scheduling conflict, he is expected to make every effort to contact the head coach or an assistant coach personally, if possible. There will be consequences for unexcused absences. Students should evaluate their own commitment to the team if they have three unexcused absences in a given season. Consequences for three or more unexcused absences could include removal from the team.

Purchases- La Salle follows a purchasing policy anytime any item or service is purchased for a La Salle team. That process requires pre-approval by the Director of Athletics. If at any time, you plan on purchasing anything in the name of a La Salle Athletic Team, you will need the pre-approval of the Director of Athletics. Any time any purchase is made for a La Salle team, the funds for that purchase must be run through La Salle. Any money (cash or checks) collected for meals, any clothing items for athletes to keep, special outings, etc. must be deposited into La Salle's accounts. La Salle has an account for each athletic program specifically for this purpose. Please note, if the athletes plan to create La Salle merchandise with their own funds, the designs must be pre-approved by the Director of Athletics.

Regular Season Game Day Meals- Your child may be on a team which has families who like to provide game day meals for their athletes. This is optional for you. A parent may contact your family. They will tell you a total cost for a season's worth of meals, and ask you to write a check to La Salle for the amount.

State Playoff Meals- La Salle teams sometimes must travel and stay overnight for district and state playoff competitions. The Athletic Director may approve of stipends to be used by teams and individuals for these trips. Departure times, competition start times, distances traveled and other factors will be used in determining whether a team will spend a night in a hotel. Allotted meal stipends follow this plan-\$5 for breakfast, \$5 for lunch, and \$10 for dinner. Those funds are expressly allocated for meals during the duration of the trip, and the coach will decide how those funds will be spent on food. Some or all may be spent at the supermarket, some may be spent as a group meal at a restaurant, or some may be spent by individual team members for meals, or other. Regardless, the coach will be held responsible for providing receipts for all purchases to the business office upon the team's return.

Substance Abuse Policy- Any student-athlete who uses illegal substances (alcohol, cigarettes, tobacco, marijuana or any other illegal drug) will be removed from the team for the remainder of the season. They will also lose the opportunity to letter in that sport. Exceptions to this rule will only be made in consultation with the Principal. With approval from the Head Coach and the Director of Athletics, the student may be given the opportunity to rejoin the team the following school year, with the assurance that the behaviors will not occur again. Please note the school policy on substance abuse under "Student Health Issues" in the Parent/Student Handbook.

Tardiness on the Morning Following a La Salle Athletic Competition- Any athlete who comes in to school late on the morning after an athletic competition will be subject to the same policies and consequences (detention) as faces any student upon arriving to school late. Please refer to Detention Section in the La Salle Parent/Student Handbook for this school year. The exception to this is if, for some unplanned reason, there is a delay and the school bus gets back to the school after midnight, then while the team is still traveling, the coach needs to immediately communicate with the Director of Athletics for approval of a possible late start for team

members. If the request for a late start for team members is approved, an expected arrival time of no later than 9:40am the next school day, will be communicated to the team members before they leave the bus.

Transportation- The Director of Athletics office will make arrangements for athletic travel. Rented school buses and La Salle's white buses will be used for team travel to road contests, when departing from La Salle. In certain cases, coaches may arrange to transport teams privately for convenience or cost considerations. Scheduling of bus times will be done with the goal of balancing team preparation needs against the student-athletes' lost class time.

All personnel will travel to and from the contest in school-provided transportation. The exception to this rule is when a student has written (or on-site signature) permission from their parent/guardian requesting a return trip in the parent's/guardian's vehicle. This permission must be given in person to the coach, preferably prior to the day of the game, or by providing a signature at the game site after the game.

When transportation is provided, students departing La Salle as a team must be transported to contests on school transportation and must come back on the same transportation unless the following occurs:

1. With prior arrangements with the coach an athlete may ride with his or her parent(s) to the contest.
2. Upon personal request, with signature, at the conclusion of the contest, an athlete may ride home with his or her parent(s).
3. Students with legal driver's licenses may drive themselves (only). Request for permission must come in the form of a signed parental note and given to the Director of Athletics for prior approval.
4. Parents designate, in writing, another **parent** to transport their child home and the parent accepts, in writing, responsibility to transport that child home. Both forms must be in the coach's possession before the student-athlete can be released to another adult.

At times, special circumstances may arise requiring unusual travel arrangements. These need to be communicated in advance and approved by the La Salle Director of Athletics. There may be times when a parent is asked by the coach to assist with transporting team members in their own personal vehicle. When this is done, the coach shall make a copy of the parent's driver's license and proof of insurance. The coach will also notify the parents of the athletes who are to be driven by the designated parent driver, and receive the parents' permission in writing to allow their child to be driven by the designated parent driver. In the event of a late return from an athletic contest, coaches are to remain at La Salle with their teams until all athletes are picked up by their parents or have made other arrangements to get home.

Transportation and Supervision for Swimming- Swimming practices are held at the North Clackamas Aquatic Park, which is located within walking distance from La Salle Prep. La Salle Prep does not offer transportation to or from North Clackamas Aquatic Park and does not provide supervision for students who are walking, riding or driving to or from the North Clackamas Aquatic Park. It is the responsibility of each participant and the parents of those participants to arrange for safe transportation for the student to arrive at North Clackamas Aquatic Park for practice.

Once the students enter the North Clackamas Aquatic Park for practice the coach will assume responsibility for their supervision beginning 15 minutes before the scheduled start time for practice and ending 15 minutes after the conclusion of practice. La Salle Prep Swimming coaches will be present at least 15 minutes before practice and will stay at the facility at least 15 minutes after the end of the practice session.

North Clackamas Aquatic Park is a public facility and the students are able to stay in that facility until a parent picks them up. La Salle Prep does not provide transportation from North Clackamas Aquatic Park and does not take responsibility for the supervision of the students beyond the time of departure for the coach. We encourage all parents to arrange for safe transportation of the students to be available outside the North

Clackamas Aquatic Park within 15 minutes of the end of practice. If transportation is not available and students wish to return to the La Salle Prep campus they are welcome to do so.

In the event of an emergency, or a lockdown situation, coaches will remain with the students at the safest location they can find until the students can be released to their parents. When students are allowed to leave, some students may be allowed to use alternate forms of transportation only with the consent of their parents expressed through a phone conversation with the coach.

When the team returns to campus after a swimming meet in another city, the parents are responsible for arranging transportation for each student to travel from La Salle Prep to his or her home. Coaches will remain with the students in front of the school until every student has found an approved form of transportation home.

Using La Salle Logos- Any time a reference to La Salle is to be used on a t-shirt, sweatshirt, bag, jacket, or any other item that is for program use or for athletes to own, the logo approval and purchase approval must go through the Director of Athletics, and the Director of Marketing must approve the design. Please review the school's graphic standards manual at www.lsprep.org. If items with any logos or other purchases have not gone through the proper approval process families and teams may be told that those purchased items may not be used to represent the team during practices, warm-ups, team travel, or competitions.

- **La Salle's website has various information and dates, links to schedules, etc. on its athletic pages. Visit www.lsprep.org for more info.**
- **Please refer to the OSAA's website for playoff brackets, sport specific info, etc. at www.osaa.org**
- **Director of Athletics Glenn Elliott may be reached at 503-353-1415 or at gelliott@lsprep.org**

La Salle 2017-2018 Parent/Student-Athlete Handbook

Student-Athlete's Name (Print) _____

Parent's Contract

I acknowledge that I have read and do understand the Parent/Student-Athlete Handbook and will adhere to any La Salle Athletic Department decisions regarding standards, the violations of rules and policies therein.

Signed: _____ **Date:** _____
(Parent or Guardian)

Student-Athlete's Contract

I acknowledge that I have read and do understand the Parent/Student-Athlete Handbook and will adhere to any La Salle Athletic Department decisions regarding standards, the violations of rules and policies therein.

Signed: _____ **Date:** _____
(Student-Athlete)

Return this signed page directly to the Athletic Department Office.