

WILSON HIGH SCHOOL COACHES RESPONSIBILITIES GUIDELINE

TEAM RESPONSIBILITIES

- Varsity Head Coach is in charge of all levels, need to make sure all rosters (first/last name and date of birth), coaches paperwork, and players paperwork is submitted in a timely fashion, for all levels of your sport
- All coaches (paid or volunteer) should know rules of sport, rules for athlete eligibility, transfer rules and rules for allowable practices
- All Coaches (paid or volunteer) are considered employees of Wilson High School and are held to the same level and expectations as such

PARENTS AND PLAYERS

- Open lines of communication
- Outline of players and parents expectations
- Submit paperwork to coach in a timely manner (i.e. Emergency Card, proof of insurance, current physical, parent consent form, transfer paperwork if applicable, proof of residency if applicable, and student code of conduct)

DISCIPLINE

- If student is suspended from school he/she may not participate in any extra curricular activities (practice, banquet, or game)
- If student or coach is ejected from a game, that student or coach must meet with administration prior to continuing in anyway with the team

PRACTICE AND GAMES

- Head coach must have completed emergency cards on him/her at all times
- Field of play preparation is coaches responsibility
- Two weeks prior to any vacation a written practice schedule must be submitted for approval to Mr. Flores and Mr. Lossada
- Anytime you will be on campus when it is closed contact school police at (213) 625-6631
- After practice always check to make sure your area is clean, all gates, doors, classrooms, and locker rooms are locked
- Away games there always needs to be an adult representative of the team present on the bus supervising
- All players must travel on the bus to and from games, unless parent approval form has been submitted to Mr. Lossada 24 hours prior to game
- All players must travel to and from the game in uniform

- Away games all players must stay at the site until it is time to load the bus. No wondering around another schools campus, or wondering off campus to get food.
- At the end of practices or returning from games always make sure athletes have cleared the locker room (do not leave a student in charge)
- After game or practice make sure there is an adult who is responsible for all students being off campus prior to leaving, make sure they have left or you know how they are getting home

Disciplinary Guidelines for All Head Coaches and their Staff (Assistant Coaches)

Actions or Behavior Considered Detrimental to Wilson's Athletic Program:

1. Actions that do not follow established rules and procedures.
2. A demonstrated pattern of repetitive and documented violations.
3. Actions taken outside of appropriate consultations as appropriate with the Head Coach, the Athletic Director and the Administrator over Athletics in the order aforementioned.

All coaches are to set an example for their student/athletes that promotes following the rules, good sportsmanship, and behavior that does not in any way demean the school, its history or tradition.

Ignorance of the rules is no excuse. It is your responsibility to know the rules and if you don't, then before any actions are undertaken, consulting with—in this order: the Head Coach, Athletic Director and Administrator over Athletics.

This pertains to everything: supervision of players, contact with players who are eligible, fundraisers, uniforms and equipment, banquets, use of facilities, tournaments and anything else not listed here but that would reasonably and universally be accepted as part of the duties/obligations that encompass a sports program.

Head Coaches, to the extent reasonable, are responsible for monitoring their assistant coaches as well as keeping them informed regarding rules and expectations directly connected to their respective programs, i.e., football, basketball, soccer, etc. (Assistant Coaches: Please remember that you answer to your Head Coach, therefore the Head Coach is held accountable for the actions of his/her staff while acting as coaches for Wilson High School.)

Actions or Behavior Detrimental to Wilson's Athletic Program will be subject to the following steps:

1. First infraction: conference with the administrator over athletics.
2. Second infraction: conference with the administrator over athletics and memo.
3. Third infraction: Depending on circumstances, either the Head Coach is suspended for a game, Assistant Coach is suspended for a game, or both Head Coach and Assistant Coach are suspended for a game.

(Please note that these guidelines are intended for clarity's sake and will be adhered to as closely as possible. However, it is understood that in some situations special circumstances can allow for administrative discretion in evaluating a situation and determining a response to the allegation/incident in question.)

Any situations beyond three infractions will be cause for an evaluative meeting resulting in either suspension for a number of games to be determined or if warranted: termination.

Remember, you represent Wilson, not yourself.

The goal of the Wilson High School Athletic Department is to run an exemplary program that strives for excellence in all sports and does so without compromising the program's credibility and integrity.

Victory with Honor aren't just words at Wilson; it frames how we do things.