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## **Mt. Carmel High School Athletic Guidelines**

Mt. Carmel would like to welcome you as a participant in Sundevil athletics. As coaches we are hopeful that you will be an involved participant in a program that offers male and female competition in twenty-six sports.

Participation on an athletic team is a PRIVILEGE that is extended to every student who is eligible under regulations set up by the State of California Interscholastic Federation (CIF), Poway Unified School District (PUSD), and Mt. Carmel High School (MCHS). With every privilege goes responsibility. The conduct of a Mt. Carmel athlete is closely observed by many people. An athlete is a representative of a team, the school and the community. It is important therefore that a Sundevil athlete is at all times and in all places a gentleman or lady.

The eligibility standards of the CIF-San Diego Section have been adopted by the member schools and were accepted by each school when it became a member of the San Diego Section. An athlete who participates in athletics at Mt. Carmel/PUSD agrees to abide by the rules. These rules come about as a result of the combined effects of three different groups, The CIF-San Diego Section, Mt. Carmel/PUSD, and the individual's rules of each sport. In an effort to assist you with the knowledge of these rules our Athletic Guidelines will try to clarify both CIF-San Diego Section and Mt. Carmel/PUSD rules. Information contained in this pamphlet will acquaint you with the bylaws and regulations all students must follow in order to protect athletic eligibility. It is the responsibility of the parent and athlete to read these rules and to abide by them.

If you have any questions regarding the following rules please contact the Athletic Director for clarification. We will be more than happy to help you. Additional information on athletic guidelines is available on the athletics website, [sundevilathletics.com](http://sundevilathletics.com)

### **GENERAL OVERVIEW**

Mt. Carmel High School is a member of the California Interscholastic Federation, San Diego Section, and competes in the North County Conference. The Conference consists of the following schools:

**Avocado East League** – Escondido, Fallbrook, Mission Hills, San Marcos, San Pasqual, Vista

**Avocado West League** – Carlsbad, El Camino, La Costa Canyon, Oceanside, Rancho Buena Vista

**Palomar League** – Mt. Carmel, Poway, Ramona, Rancho Bernardo, Torrey Pines, Westview

**Valley League** – Canyon Crest, Del Norte, Mission Vista, Orange Glen, San Dieguito, Valley Center

**Our athletic program consists of the following sports:**

<b>Fall</b>	<b>Winter</b>	<b>Spring</b>
Boys & Girls Cross Country	Boys Basketball	Baseball
Football	Girls Basketball	Boys Golf
Field Hockey	Boys Soccer	Gymnastics
Girls Golf	Girls Soccer	Boys Lacrosse
Girls Tennis	Girls Water Polo	Girls Lacrosse
Girls Volleyball	Wrestling	Softball
Boys Water Polo		Boys & Girls Swim & Dive
		Boys Tennis
		Boys & Girls Track & Field
		Boys Volleyball

In the following topics we have outlined CIF Rules that have specific importance to the parent and athlete. In some area Mt. Carmel/PUSD are stricter than CIF Rules. That is allowable; we are just not allowed to be more lenient. Any situation not specifically covered in this code will be referred to the Athletic Director. The following rules indicative of the school’s philosophy are in effect throughout the school year.

**MT. CARMEL HIGH SCHOOL RULES OF ELIGIBILITY**

1. Athletes must obtain a “Ticket to Play” from the Athletics Office. To obtain a copy of the Athletic Handbook and the “Ticket to Play” packet, which contains all required forms, go to [www.sundevilathletics.com](http://www.sundevilathletics.com). Once all the forms are completed turn into the Athletic Office in D9 which is located in the Administration Office.
2. The Ticket to Play Packet is to be completed before trying out for the team. Athletes will not be issued any equipment nor will they be permitted to practice until this packet is complete and returned. The packet includes:
  - Acknowledgement of Athletic Handbook (1/2 page)
  - Character Counts (1 page)

- CIF Ethics in Sports (1 page)
- Hazing (1/2 page along with Acknowledgement of Athletic Handbook)
- Physical Form (4 pages)
- Residency Verification (1 page)
- Transportation (1 page)

If a student does not have insurance, School Accident Insurance may be purchased to meet this requirement.

### **MCHS/PUSD--RESIDENTIAL ELIGIBILITY**

1. An athlete must live within the geographical boundaries or have a valid intra-district transfer to attend Mt. Carmel High School. If the athlete has moved recently or if you have any question on this rule, talk to your coach and to the athletic director immediately.
2. An athlete must live with his/her parent, legal guardian, or caregiver within the geographical boundaries of Mt. Carmel High School to be eligible. (For your information, it takes court action to have someone declared your legal guardian or care giver if they are not your parents. Just signing a custody paper is not enough). If you fit this situation, tell your coach and see the athletic director.
3. A student may have transfer eligibility provided the student is compelled to move from any school to a CIF school due to:
  - A bona fide change of residence from one school attendance area to the attendance area of the new school by the parent(s) or legal guardians or caregiver with whom the student was living when the student established residential eligibility at the prior school, or
  - A ruling by the Board of Education of a school district that has two or more high schools. If any student transfers schools and has not moved from one public school attendance area to another public school attendance area with the entire family units with which he/she was living while attending the previous school, CIF rule 214 applies. The student does not have any eligibility under these circumstances at the new school until the application appropriate to their circumstances is submitted and approved by the local CIF section. This includes students who move from one parent to another or move with only one parent or the other if both parents were living with the student while they were attending the school from which they are transferring.

**Always check with the school principal or athletic director before changing schools to determine whether it will affect athletic eligibility.**

### **SPECIAL CASES**

There are also special concerns for student/athletes that fall under the following situations:

1. Foreign exchange students or foreign students living with families.

2. For emancipated minors
3. For families planning to move but the student transfers prior to the parents actually moving
4. For students who transfers to a school then returns to the previous school
5. For court action transfers.
6. For students transferred due to disciplinary reasons.

**\*\*If you meet any of the above conditions, you need to contact the Athletic Director as soon as possible\*\***

### **CIF—HARDSHIP WAIVER**

Each CIF Section establishes rules and procedures to review an individual case in the event that either principal declines to approve restricted eligibility upon the appeal by the student to the CIF. See more about hardships in the CIF Eligibility attachment.

**ALL HARDSHIP APPLICATIONS TO THE CIF HAVE TO BE FILED THROUGH THE ATHLETIC DIRECTORS OFFICE, SO CONTACT THE ATHLETIC DIRECTOR AS SOON AS POSSIBLE. THE PROCESS CAN TAKE ANYWHERE FROM TWO TO FOUR WEEKS.**

### **AWARENESS OF INJURY RISK--WARNING AND AGREEMENT TO OBEY INSTRUCTIONS**

Athletes should be aware that playing or practicing to play/participate in any sport can be a dangerous activity involving MANY RISKS OF INJURY. Athletes should understand that the dangers and risks of playing or practicing to play include but are not limited to, death, serious neck and spinal injuries which may result in complete or partial paralysis, brain damage, serious injury to virtually all internal organs, serious injury to virtually all bones, joints, ligaments, muscles, tendons, and other aspects of the skeletal system, and serious injury or impairment to other aspects of my body, general health, and well being. Athletes should understand that the dangers of playing or practicing to play may result not only in serious injury, but in serious impairment of my future abilities to earn a living, to engage in other business, social, and recreational activities, and generally to enjoy life. Athletes should recognize the importance of following coaches' instructions regarding playing techniques, training, and other team rules, etc., and agree to obey such instructions.

### **MCHS/PUSD--Scholastic Requirements:**

1. During each grading period, students must attain a 2.0 grade point average in all enrolled courses on a 4.0 scale.
2. Further, student athletes must make progress toward graduation each trimester. If you are taking three classes, then you must pass at least two of the courses. If you're taking four or five classes, then you must pass at least three of the courses.
3. For the purpose of determining grade point average, all incompletes shall be computed as F's until the incomplete is changed to a letter grade. At that point, grade point average will be recalculated using the grade(s) earned.

4. Accounting for eligibility will be the day after school wide distribution of grades. The grades that will be counted for eligibility are six week grades and trimester grades.
5. If students do not attain a 2.0 grade point average in the previous grading period, they will be placed on probation for the following grading period. Student athletes are only allowed one probationary period during their 9<sup>th</sup> grade and one additional probationary period during their combined 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade year.
6. If students do not bring their grades up to a 2.0 grade point average at the end of the probationary period, they will be ineligible to participate for the following grading period. Summer school grades may be computed to improve grades given in the spring trimester.
7. Student athletes must enroll in 11 classes per school year and no less than 3 classes per trimester.

### **MCHS--VACATION POLICY**

Vacations by athletic team members during a sport season are discouraged. Parents/athletes wishing to do so may wish to reassess their commitment to being an athlete. In the event an absence due to a vacation is unavoidable, an athlete must:

1. Contact the head coach prior to the vacation
2. Be willing to assume the responsibilities and consequences of missing practice. Consequences will be at the discretion of the head coach. Vacation policy will be reviewed by the head coach at the beginning of each season.

### **MCHS--ADDITIONAL REGULATIONS**

1. An athlete cannot be a member or, a pledge of, or attend meetings of a secret fraternity or club and still be eligible for a Mt. Carmel team.
2. No senior may participate at the junior varsity level. This is also a North County Conference rule.

### **MCHS--RELEASE FROM CLASS**

It is the responsibility of athletes to see their teachers before they are absent because of an athletic contest. Do not leave class prior to your release time. Be a credit to your team in the classroom.

### **MCHS--FINANCIAL RESPONSIBILITY POLICY**

In order to participate in extracurricular activities students must have all financial obligations to Mt. Carmel High School paid in full in an appropriate time. **In some situations, failure to pay these obligations may cause you to not be allowed to further participate in the sports program at Mt. Carmel**

### **MCHS--EQUIPMENT AND UNIFORMS**

1. Athletes should treat all equipment as though it were their own personal property. They must **NOT** abuse it. They must NOT trade with any other athlete without first checking the equipment in to the equipment person, and then have it reissued. Be sure the changes are made on the proper form. No trades should be made without the approval of the head coach.

2. **When players lose uniforms or equipment, they may not take part in any other sport until it is found and returned or paid for in full.**
3. Athletes are financially responsible for all equipment checked out to them.

### **MCHS--NO ATHLETE**

1. Will be cleared from school until he/she is clear on equipment
  2. Will receive credit on items turned in if they are not the items which had been checked out to him/her
  3. Will receive any awards, trophies or letters until he/she is clear in all areas
  4. Who is a senior, will receive a diploma until clearance has been established.
- Athletes will not share their team locker unless assigned to do so.
  - All gear will be turned in after the last contest. If you quit or are released from a team you must turn in your equipment immediately.
  - Uniforms are not be worn around school or after school unless for game purposes to communicate team unity.
  - Athletes assume liability for use of own athletic equipment.
  - Only uniforms issued by the Athletic Department will be permitted to be worn for contests, unless a waiver form is completed by student, parent, trainer and coaches.

### **MCHS--CONTEST TRANSPORTATION**

1. All athletes will travel by way of school vehicle for all away games.
2. If for some special reason an athlete's parents or guardian wish to take the athlete home after a contest, the parents must request permission in writing from the athletic director 24 hours in advance. The parent must meet the athlete in person after the contest. Private cars may not be used without expressed permission of the athletic director. Permission forms are picked up and returned to the athletic director's office 24 hours prior to the event.
3. Under certain circumstances an athlete with a valid driver's license, the approval of the coach, Athletic Director, and with written parental consent prior to the event in time for Athletic Director to verify with parents may drive his/her own vehicle to the contest.
4. **UNDER NO CIRCUMSTANCES MAY STUDENTS TRANSPORT OTHER STUDENTS.**
5. Good behavior on the bus is expected. As a member of a team representing Mt. Carmel High School you are entrusted with the pride and reputation of the school. It is your responsibility to make that reputation a good one.

### **MCHS--SCHOOL COLORS**

Mt. Carmel athletic school colors are Scarlet and Gold with White as a neutral accent color. All athletic school uniforms, warm-ups, and spirit packs are to be variations of these colors. These colors were decided upon by the high school student body and no individual team has the right to change them. Each sport coach (head coaches and assistants) and the Athletic Director of Mt. Carmel have the responsibility of making sure that athletic teams wear school colors.

### **MCHS--DROPPING OR TRANSFERRING SPORTS**

On occasion, an in-season athlete may find it necessary to drop a sport for a reason. If this is the case, the following procedure must be followed:

1. Talk with your immediate school coach and then the head coach.
2. Report your situation to the Athletic Director.
3. Check in all equipment issued to you.

No athlete who has dropped a sport after one month of the season may participate in off season conditioning or practice in another sport until the regular season of the dropped sport has been completed unless given prior permission by the Head Coaches of the sports involved and the Athletic Director.

## **MCHS—AWARDS**

### **Letters and Certificate Awards**

1. All letter awards in athletics should be earned. Letter awards can only be earned by participating in varsity contests. In order for a player to letter, minimum standards and requirements must be met. Coaches will inform their athletes of their lettering standards at the beginning of their season at sport.
2. Letter and pin will be awarded to each athlete the first year he/she Letters. Each subsequent year that the athlete Letters he/she will receive a bar and certificate.
3. There shall be a certificate awarded to any athlete for participating on a freshman or a junior varsity team, not a letter.

## **MCHS--QUITTING, LOSS OF ELIGIBILITY AND ATHLETIC AWARDS**

Any athlete who loses his/her eligibility because of grades forfeits all rights to letters and awards that he/she may have otherwise been entitled to receive.

**EXCEPTION** -- That athlete who has completed Palomar league play and who has already met the minimum requirements for lettering in that sport prior to CIF play, SHALL retain his/her letter, but will not be able to receive any other type of award (M.V.P., etc.).

**EXCEPTION**--Athletes who quit their teams or are removed from the team by the coach at any time during the season will forfeit any awards they would have received (i.e., Letters, pins, etc.).

**MCHS--CONFLICTS IN EXTRACURRICULAR ACTIVITIES** (the following policy pertains to events scheduled by Mt. Carmel High School teams, not outside school team participation)

An individual student who attempts to participate in too many extra curricular activities on the Mt. Carmel campus will, undoubtedly, be in a position of conflict of obligations.

The Athletic Department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities; and to that end, will attempt to schedule events in a manner so as to minimize conflicts.

Students have a responsibility to do everything they can to avoid conflicts. This would include being cautious about belonging to too many activities where conflicts are bound to happen. It is also means notifying the faculty members involved immediately when a conflict does arise.

When conflicts do arise the faculty will get together and work out a solution so that a student does not feel in the middle. If a solution cannot be found, then the athletic director will have to make the decision based on the following:

1. The relative importance of each event.
2. The importance of each event to the student.
3. The relative contribution the student can make.
4. How long each event has been scheduled.
5. Talk with parents.

Once the decision has been made and the student has followed that decision, he will not be penalized in any way by the faculty sponsor/coach. If it becomes obvious that a student cannot fulfill the obligation of a school activity, he should withdraw from that activity.

### **MCHS--SQUAD SELECTION**

In accordance with our philosophy of athletics and our desire to see as many students as possible participate in the athletic program while at Mt. Carmel High School, we encourage coaches to keep as many students as they can without unbalancing the integrity of their sport. Time, space, facilities, equipment, personal preference, and other factors will place limitations on the most effective squad size for any particular sport.

### **MCHS--CONFLICTS WITH OUTSIDE TEAMS/SPORTS**

Participation in school athletics takes precedence over all other outside athletic activities. If conflict occurs, the MC athletic event will come first. **Mt. Carmel athletes need to make sure that their participation in outside teams/sports in no way negatively affects the team they are participating on or they may be asked to leave that team.**

### **MCHS--MISSING PRACTICE**

Mt. Carmel athletic teams will usually practice every day, Monday thru Friday (Some team will also hold Saturday practices). An athlete should always consult his/her coach before missing practice and leaving campus. Missing practice or a game without good reason will be dealt with severely. Illness or a family emergency would be good reason for missing a practice or game. In any circumstance, however, it is expected that the coach will be notified in advance.

### **MCHS--REMOVAL FROM TEAM**

An athlete that is removed from a team/sport in season due to disciplinary reasons will not be allowed to participate or practice in another Mt. Carmel sport until the end of the regular season of the team that he/she was dropped from, unless given prior permission by the Athletic Director.

### **MCHS--TEAM ROOM REGULATIONS**

**For an athlete to have a locker in the Mt. Carmel team room is a privilege that requires following these rules:**

- The team room is only to be used by athletes who are currently in-season. When your season is over, you will be required to leave the team room.

- Your team room locker is only to be used for your equipment only, sharing a locker with some one else is not allowed.
- Mt. Carmel beige locks must be used.
- Vandalizing, defacing, damaging, or abuse of the team room will not be tolerated.

**Breaking the above rules will result in the following measures taking place as well as school disciplinary measures:**

1. First offense--athlete is referred to the head coach of the sport.
2. Second offense--athlete is removed from the team room for a time period of three months. The parent is notified.
3. Third offense--athlete is removed from the team room for a time period of one year. The parent is notified.
4. Athletes should also be aware that if you are caught vandalizing, defacing, damaging, or abusing the team room that you will be responsible for the repair costs.
5. Roughhousing and throwing towels or other objects is not allowed in the locker room.
6. Hazing of other players/students is not allowed under any circumstances.
7. No glass containers are permitted in locker rooms.
8. All spiked or shoes with cleats must be put on and taken off outside of the locker room or school buildings.

**PUSD--DISTRICT ATHLETIC DISCIPLINE POLICY (Section 3.21.2)**

**Rules of Conduct – (Rules apply 24/7 for in-season athletes)**

Athletes are governed by District Policy, CIF Regulations, school rules, and the school Requirements for Extra and Co-Curricular Activities. Student/athletes need to be aware of the following:

1. Possessing, using, having consumed, or being under the influence of alcohol, narcotics, dangerous drugs, other controlled substances, or intoxicants of any kind, including anabolic steroids at a school function will result in application.
2. Outside of school activities, these are prohibited acts that will be grounds for immediate dismissal from participation for the remainder of the season (fall, winter, spring) or a minimum of four weeks, which will carry over into the next season or sport.
3. Possessing, using, having consumed, or being under the influence of alcohol, narcotics, dangerous drugs, other controlled substances, or intoxicants of any kind, including anabolic steroids.
4. Offering, arranging, or negotiating to sell any drug paraphernalia as defined in Section 11014.5 of the Health and Safety Code.
5. Transferring, selling, distributing, offering, arranging, or negotiating to sell, or possessing quantities sufficient to suggest the intent to purvey, give, or sell to other students substances which are, or purported to be, alcohol, narcotics, dangerous drugs, other controlled substances, or intoxicants of any kind. In addition, the athlete will remain on probation for one calendar year from the date of the offense. An additional incident involving alcohol or drugs, including anabolic steroids, within that year of probation, will result in a full year suspension.
6. Any use of tobacco in any form during the season will result in a five day suspension from athletics. The five days will carry over into the next season of a sport if the incident occurs at

the end of a season. A second offense will result in a one month suspension.

7. Athletes who are absent from school all day will not be allowed to practice after school. An athlete must attend at least 4 hours of class on the day of a contest. An exception may be granted if the principal or the athletic director is informed prior to the absence. Prior notice is required for exceptions.
8. An athlete must attend at least four hours of class on the day of a contest. An exception may be granted if the principal or the athletic director is informed prior to the absence and it is considered legitimate. Prior notice is required for exceptions.
9. Mt. Carmel High School also requires that its students involved in athletic activities conduct themselves appropriately at all times while in public. Any public behavior at any time during a season of sport that is in conflict with District or school policies or codes of law enforcement is subject to team participation sanctions. These sanctions may range from a short term suspension to removal from a team.
10. Athletes assigned to In-School Suspension will serve the same duration as any student.
11. Athletes will not be allowed to compete or practice on days in which they have been home suspended.
12. An athlete will not be allowed to participate on another team during the same season if he/she quits a team without permission from the head coaches and the Athletic Director.
13. Multiple Sports - athletes may compete in more than one sport in the same season, i.e. baseball, track, but only with the consent of both coaches.
14. Coaches are responsible for ensuring that all athletes have received a copy of the Athletic Handbook prior to participating in any practice or competition. The Athletic Handbook is to be distributed to each athlete on an annual basis.
15. Students wishing to appeal disciplinary decisions should contact the administrator in charge of athletics for information on specific procedures.

## **FUND-RAISING**

Every athletic team at Mt. Carmel needs to fundraise. While the athletic department is able to help each sport with entry fees to tournaments and transportation inside San Diego County, we are able to only provide a small percentage of the amount needed to fully equipment our athletic teams with every item of equipment that might be needed for their sport. This is why the coaches of the various athletic teams as well as the Mt. Carmel Athletic Foundation (the non-profit organization that supports MC athletics) are fundraising, to support your son/daughter with the best equipment that we can. We hope that you support the teams, coaches and the foundation in these endeavors. Please be aware that when an athletes checks out fundraising materials (candy bars, calendars, Sundevil cards, etc) he/she will be held responsible for those items. If at the end of the fundraiser, the athlete does not return the checked out items, they will be held accountable to pay for them.

## **LAST BUT NOT LEAST**

One of our goals is to make the athletic experience here at Mt. Carmel as positive one for your son or daughter; the type of experience that they would repeat if given the chance. We realize that we have given you a lot of rules and standards in this booklet and we have tried to make them as simple as possible. But any large organization (such as Sundevil Athletics) has to have them, and we ask that you abide by them. If you have any questions or we can assist you in any way please feel free to call the Athletic Department at Mt. Carmel (484-1180 ext 3109 or 3110) and we will do our best.