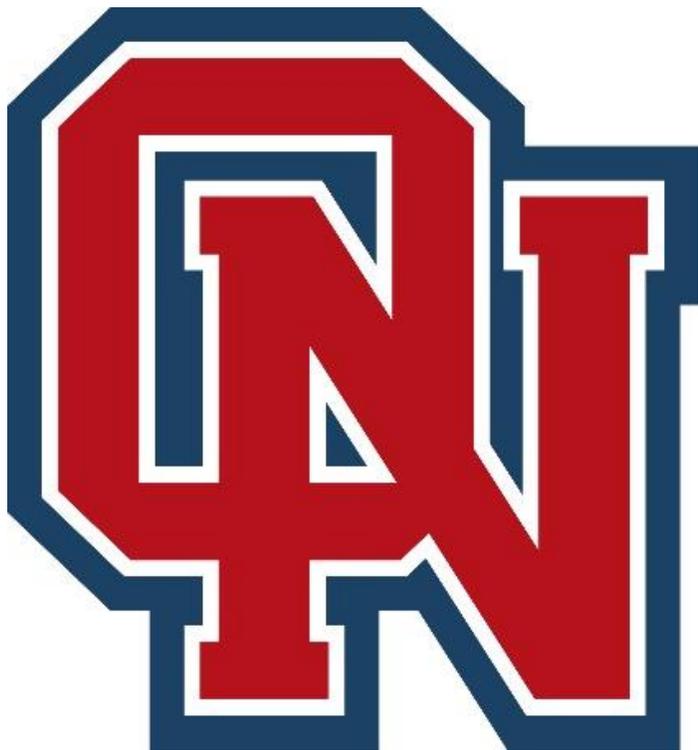


Cross Country/Track & Field Handbook



Levi Huseman, Head Coach

Olathe North High School

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School Phone: 913.780.7140

Cross Country/Track & Field Handbook

This handbook is written to outline the goals, expectations, and rules of the Olathe North Cross Country and Track & Field Programs. It is written as an aid to minimize misunderstandings and eliminate miscommunication. It is NOT intended to eliminate communication between athletes and coaches, but to make certain the lines are open and there are as few “gray” areas as possible. If you experience one of these gray areas, I encourage you to come see me immediately so there will be limited misunderstandings. Together we can make the athletic experience a great one.

Coaches/Contact Information:

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Philosophy of our XC and Track Programs

The mission of the Olathe North Cross Country and Track & Field Programs is to assist every student-athlete in being better versions of themselves as people, an increasingly positive contributor to their team, school and society, and lastly to become better skilled as an athlete. We want our student-athletes to develop leadership skills for all walks of their life, be able to take full responsibility for their actions, respect themselves and others, and learn to discipline themselves so that no one else needs to. In order to guide the student-athletes in our programs we will demand commitment and selflessness, accept reality yet relentlessly pursue improvement, and instill the ideas of team support and unity.

Simply stated our goal is to “Do things better than they have ever been done before”. In terms of competition this means that regardless of how fast you run or how far you jump or throw, or even what place you get at a meet, there is always something, regardless of how small the element is, that you can improve upon. It means that we can always be a better teammate, have more pride in our program and bring more intensity to practice and/or meets. In life that means that you can always have a better attitude, work a little harder, be more enthusiastic, be a better friend, or have more self-discipline. And there are tons of other ways that we can be better people and athletes, this list is not exhaustive. We will “**Always Compete**” with ourselves to be better.

To successfully compete, it doesn't mean beating an opponent. To be always competing means to be in the constant and unyielding pursuit to get better and hopefully you will eventually reach your own highest potential (Think your own personal 100%). Opponents and teammates are the people who offer the opportunity and help you to succeed. They toughen the opponent, the more they present you with the opportunity to live up to your full potential and perform at your best. Winning and succeeding ultimately have nothing to do with your opponent. Or what the final score is. It is about you. Did you do your best? When we've done the preparation to elevate ourselves to our best, it doesn't matter whom we're competing with or what that outcome is.

The previous athletes before you have worked hard to build this program with an exceptional work ethic and a respectful attitude. It is your responsibility, and opportunity, to continue to build this tradition.

To fulfill our goal we will:

- Have fun
- Be respectful to coaches, team members, the program, and competition
- Support all team members during practice as well as competition
- Practice with the highest work ethic possible
- Persevere to the end of competition, regardless of the place you may currently be in
- Always present ourselves with dignity, poise, composure, and class
- Handle success the same way we handle failure
- Take risks
- Embody the values of sacrifice, dedication, and accountability
- Always display a positive attitude and good sportsmanship
- Be there for all team members while they compete as well as after they compete

COMMITMENT

Making the decision to come out for a team brings with it a measure of commitment to see it to its conclusion. Olathe North student-athletes are expected to attend all practices and games of that team. Track & Field practices will average 1.5 to 2.5 hours (depending on event group/time of season), exclusive of prep time, in duration. Weekend practices vary but should be expected.

High School athletics demands much more commitment than a club or recreational activity. Students should make themselves aware of the time commitment and understand that **High School athletics will take precedence over club sports.**

SCHOOL/FAMILY VACATIONS, EXTENDED ABSENCES

Every team member is expected to be present for **all team practices and games.** Because of scheduling parameters, many of our teams practice and/or play during scheduled school vacations. Student-Athletes, who plan to be absent for an extended period of time due to vacation or a planned extended absence, **must discuss this situation with the coach prior to the season starting (varsity members should not miss).**

DAILY TEAM ATTENDANCE

Practice is mandatory! Practice is where we get better. We practice every day and practice begins at **3:15.** Be on time! If you are going to miss practice you must notify Coach Huseman and your team coach via email and/or text. Missing practice is not acceptable and will affect your participation in the upcoming meet. Expectation is you attend the full practice and do not leave early (start time: 3:20 / finish time 5:45). Some event groups will practice on Saturday (start time: 8:00am), check the practice calendar for specific dates and times.

NO PRACTICE = NO PARTICIPATION! Missing practice will keep an athlete from participating in upcoming meets and could even lead to their removal from the team. Additionally, per KSHSAA rules every athlete must attend at least 14 practices prior to participating in their first meet (Days trying out for another sport will count toward that 14 day total)

- If you miss two days of practice in any given week (for any reason), you will not be allowed to compete in the meet that week.
- If you miss a practice without letting a coach know prior to that practice session, you will not be allowed to compete in the meet that week.
- We will follow the three strikes you're out rule. Rather than not being allowed to compete for a third time, you will simply be dismissed from the team.

Attendance on Meet Day: All athletes must attend a full day of classes to be able to compete in competitions. If an athlete misses class during the day, it must also be communicated to their primary event coach and Coach Huseman at the same time the attendance office is notified.

SCHOOL ATTENDANCE AND TARDINESS

Olathe North student-athletes are reminded at the beginning of each season the requirements for good school and team citizenship. They are as follows: come to school every day, be on time for school and classes, attend all classes, do your homework, and behave at all times in a **mature manner.** The abuse of any of these citizenship requirements could result in suspension or dismissal from an athletic team. Detentions incurred due to class tardiness or poor behavior during school are NOT excused absences from practice.

MEDICAL EXAMS/PARENTAL PERMISSION FORMS

All students who plan to participate in athletics must have written proof of a current physical exam signed by a physician. *That physical form must be dated after **May 1**, prior to the upcoming school year.* In order for the exam to be current, it is **required** that an annual exam be scheduled between May 1 and the start of class each school year. Such an exam would cover a student for an entire school year. Physical Forms are available in the front office at Olathe North.

A Concussion form will also need to be signed by both athlete and parent in order to participate in any KSHSAA sponsored activity

Athletes will not be allowed to participate in practice without the completion of the Medical Exam and Concussion form. All forms can be picked up from the front office at Olathe North.

ATHLETIC FEES

We do not have any athletic fees in order to participate in Track and Field or Cross Country. We will, however, ask that each athlete orders a team clothing package. This will include a “secondary uniform” for athletes to wear over their uniform at meets. If financial restrictions prevent anyone from purchasing the team clothing package please let Coach Huseman know and we will work to make sure that you are taken care of. No one will be denied an opportunity to participate due to personal financial constraints.

TEAM RULES AND REGULATIONS

The team rules that will be established are very important to the program.

1. The classroom is the first priority of the athlete. They must be good students first. Do not draw negative attention to yourself and give the team a bad image.
2. Do not break any KSHSAA rules.
3. Do not break a District Policy at set forth but the student handbook or the Olathe North athletic handbook.
4. Abusive language will not be tolerated.
5. Conduct unbecoming to **champions** will not be tolerated. (Ex: cursing, poor sportsmanship, etc.).
6. Extra attire (distracting equipment) other than the normal meet attire at practice/games will not be worn.
7. Remember if you are trying to draw attention to yourself, it may be an embarrassment to the team and be construed as an embarrassment to the school, parents, community, and coaches. This behavior will be dealt with appropriately. Be a TEAM player and not a distraction.

Discipline Procedures

1. 1st violation usually will involve some type of conference with the coaching staff and making up the missed workout.
2. 2nd violation usually will involve loss of meet participation until the problem is resolved and athletic contract generated
3. 3rd violation may call for dismissal from the program for the season.

All violations will be dealt with as deemed necessary by the coach and the circumstances that take place.

Reasons for dismissal

1. Violations of District and team drug, alcohol, and tobacco policy where indicated.
2. Evidence of theft from teammates.
3. Too many missed practices and unexcused absence from meet.
4. Refusal to comply after several chances on expected behavior infractions.
5. No Pass - No Play.
6. Anything the coach determined as having become a detriment to the team.
7. Multiple violations of team rules.

REQUIREMENTS FOR LETTERING IN BOTH CROSS COUNTRY AND TRACK & FIELD

In order to earn a varsity letter an athlete must...

- 1) Finish the season in good standing and
- 2) Complete one or more of the following
 - a. Compete in and Finish 4 Varsity competitions
 - b. Be on the Varsity team at League, Regionals, or State
 - c. Medal in a Varsity Meet
 - d. Finish your 3rd and/or 4th year of cross country/track and field in good standing (have not quit the team or been dropped from the team for discipline reasons).

CARE OF EQUIPMENT

Athletes have an obligation and responsibility for all equipment issued them. Each athlete is responsible for the proper care and retention of their equipment from the date of issue to the date of return. Equipment should be stored in a locked locker and a locker-room at all times when not in use. While competing at meets secure your equipment before your event. Do not leave it unattended while competing. Students will be charged the current replacement cost for any missing or vandalized equipment.

If an athlete leaves the team during the season due to injury, academics, and discipline or of his own accord, it is his/her responsibility to return all school equipment.

The school will provide each athlete with a meet uniform. Each athlete needs to take care of their equipment!! Lose it, pay for it!! Here is a cost breakdown on these items:

Uniform top - \$50

Uniform bottom - \$50

Warm Ups - \$100

TRANSPORTATION

The school provides bus transportation, or a suitable substitute, to all “away” contests. All team members are expected to travel to and from these contests using the provided school transportation. A coach may give permission for student-athletes to ride home from a game site with their parent or guardian. The athlete and parent/guardian must check out with the coach and sign out prior to leaving.

TRAVEL POLICY

Athletes are required to be on time. They must remember that they are representing the school. Dress in appropriate dress and do not wear anything that would become a distraction to the team or cause attention to be drawn to you. Always double check and make sure you have your assigned equipment. Do not let your absent-mindedness be the reason that you are kept out of a contest.

BUILDING AND FACILITY ACCESS

A school staff member will allow **no student access** to any of the athletic facilities without proper supervision. Students may not use the gymnasium or weight room unless there is a staff member present. We are very fortunate to have the facilities that we have. The track & field area is one that we will all take care of. The locker room reflects on our athletes and coaches. Take Care of it. It will be kept reasonably clean and it is the responsibility of the athletes to make sure this is adhered to. If you see someone deliberately neglecting the use of this, it is your obligation to report it and the coaches will handle it with appropriate measures. *(In other words, **clean up your mess**. We the coaches and the janitors are not here to clean up after you.)*

Student-athletes are expected to respect the locker facilities, showers and general areas of the athletic wing at both Olathe North and while visiting other schools. We expect the student-athletes to take pride in their facilities and those of opponents by using trash barrels and keeping these facilities in good condition. Any type of vandalism will not be tolerated! You will pick up after yourselves!!!

SPORTSMANSHIP

Olathe North expects all parties at a contest to display the highest level of sportsmanship. Athletes, coaches, and spectators are to treat opponents, officials and visiting spectators with respect and the same "poise and class" that we do our own teammates. .

KSHSAA reserves the right to warn, censure, place on probation or suspend for up to one calendar year any player, team, coach, game or school official, or school determined to be acting in a manner contrary to the standards of good sportsmanship. Olathe North in turn reserves the right to impose the same penalties on spectators displaying poor sportsmanship at any of our contests, both home and away.

SECURITY OF PERSONAL BELONGINGS

All personal belongings should be locked up in a locker in the locker room while the student-athlete is trying out, practicing, or playing and should never leave their locker unlocked. Olathe North as well as the Coaches cannot be responsible for loss of personal belongings.

COLLEGE/CAREER GUIDANCE

One of the most important decisions facing high school students is what to do with their lives after high school. The members of the Olathe North Athletic Staff are willing and eager to assist all of their students with this extremely important decision. Staff members fully understand the importance of this assistance. They may be able to answer questions, contact schools and/or coaches, send videotapes, times and or distances if available, and write letters of recommendation. The least they will be able to do is guide students to a more knowledgeable resource who can help with decisions. If a student's goal is to compete athletically at the collegiate level, it is very important to be aware of the ever-changing NCAA Regulations.

Olathe North's Guidance Counselors Department has a wealth of information and experience on NCAA regulations. They also have copies of the NCAA Clearinghouse Registrations Forms, which must be completed by all students planning to participate at the college level.

Olathe Public Schools USD #233
Athletic/Activities Substance Abuse Policy

Participation in athletics in the Olathe Public Schools USD #233 is a privilege, not a right, granted to students by the school district.

The privilege of participation in athletics may be withdrawn at any time if a student athlete is found to be in violation of the standards of conduct established by the district or by the coach of a particular sport.

Students participating in athletics and/or KSHSAA activities will not use or possess tobacco, alcohol, illegal drugs, or substances that are dangerous to a student's health. Because the use of alcohol, illegal drugs, and tobacco is detrimental to the health and welfare of any student and because the use of alcohol and illegal drugs and the purchase of tobacco is illegal for adolescents in the state of Kansas, Olathe school district administrators, coaches and activity sponsors believe that the use or possession of the above substances is unacceptable.

The use, distribution or possession of tobacco (including electronic cigarettes), illegal drugs and alcohol, on or off school property, will be considered a violation of published policy during the time the student is a member of an Olathe district athletic team and/or KSHSAA-sponsored activity.

Violation of this regulation may be reported by a school district administrator, a staff member from the student's school, the police, or upon verification by the parents of the accused student and/or admission of the student athlete or co-curricular student.

Implementation Procedures
For Athletic/Activity Policy Concerning Substance Abuse

First Offense:

After confirmation by school officials of the first violation, the student will be placed on initial probation from his/her athletic team, co-curricular or extra-curricular activity.

- For athletics, the period of initial probation shall be for not less the 14 calendar days. The student will not be allowed to compete within the 14-day probation period and will be required to miss a minimum of one competition. The student will also be required to attend a substance abuse program. However, if the student shows proof of enrollment and attendance in an approved substance abuse program, the student may be allowed to attend practice sessions with the approval by the coach and school administration.
- For non-athletic, co-curricular or extra-curricular activities, the period of initial probation and severity shall be determined by the activity sponsor and school administration. The length of probation will be based upon the duration of the activity in which the student is participating and the nature and frequency of the scheduled upcoming performances or activities. An attempt will be made to assign disciplinary consequences in a timely manner. The student will also be required to attend a substance abuse program. However, if the student shows proof of enrollment and attendance in an approve substance abuse program, the student may be allowed to attend practice sessions or meetings with approval by the sponsor and school administration. *In regard to in-class participation for those students in co-curricular activity classes (i.e. band, vocal music, cheerleading, drill-team, etc.) this policy is not intended to have an effect on a student's grade for the course.*

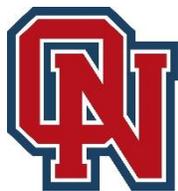
Second Offense:

After confirmation by school officials of the second violation, the student will be placed on a final probation from his/her athletic team, co-curricular activity.

- For athletics, the period of final probation shall be for not less than 28 calendar days. The student will not be allowed to compete within the 28-day probation period and will be required to miss a minimum of 3 competitions. The student will also be required to enroll in an intervention program for substance abuse, which is approved by the school administration. The student will be required to show proof of participation in the substance abuse program.
- For non-athletic co-curricular or extra-curricular activities, the period of final probation and severity shall be determined by the activity sponsor and school administration. The length of probation will be based upon the duration of the activity in which the student is participating and the nature and frequency of scheduled upcoming performances or activities. In all cases, the consequences assigned shall be greater than the consequences for the first offense. An attempt will be made to assign disciplinary consequences in a timely manner. The student will also be required to enroll in an intervention program for substance abuse, which is approved by the school administration. The student will be required to show proof on participation in the substance program. *In regard to in-class participation for those students in co-curricular activity classes (i.e. band, vocal music, cheerleading, drill-team, etc.) this policy is not intended to have an effect on a student's grade for the course.*

Third Offense:

After confirmation of a third violation by school officials, the student shall be suspended from all on his/her athletic or co-curricular activity for the remainder of the school year. Prior to participation in any co-curricular activities the subsequent year, the student must have enrolled in a substance abuse program administered by licensed drug/alcohol agency. The agency must verify adherence by the student to the recommended care program.



OLATHE NORTH EAGLES Athletic Training Room Guidelines



On Staff We have a Certified/Licensed Athletic Trainer provided by Olathe Health Sports Medicine.

Wayne Harmon ATC

913-780-7846

wharmonon@olatheschools.org

Athletic Trainer School Hours:

- 11:00 a.m. to 1:00 p.m. - Available to Junior Highs or at the High Schools
- 1:00 p.m. – 3:00 p.m. - Available in the high school
- After 3:00 p.m. - Athletic trainers are at practices or game coverage per schedule

GENERAL RULES AND INFORMATION:

- Absolutely NO SHOES in the Athletic Training Room!!!
- Always treat Athletic Training Staff and Student Athletic Trainers with RESPECT. They are here to help you!
- Respect all of our equipment. Much of it is expensive and hard to replace. Everything we have is to make YOU better.
- Athletes WILL NOT be seen during any academic class periods. If you have an emergency, have teacher call to Athletic Training Room and have it cleared with the Athletic Training Staff.
- Injury Evaluations and Rehab for injuries are to be done before school or other scheduled treatment times.
- Athletes need to wear proper attire when coming to the Athletic Training Room for treatments or rehabilitation.
- **Parents:** please remember to send a note to the coaches about any medications that your son/daughter is taking and if your son/daughter has a medical condition that may affect them in practice or games.

INJURIES:

- COMMUNICATION with Athletic Training staff is of the utmost importance.
- If an athlete is injured during a practice or game make sure that they follow-up with Wayne as soon as possible.
- Injuries are to be seen by the Olathe North Athletic Training Staff preferably before you see a physician. If the athlete goes to the doctor they need to come by the Athletic Training Room with a written note of recommendations on the course of treatment, including exercises and restrictions.
- Any other Doctor's notes are to be turned into the Athletic Training Staff and may impact if they are allowed to be able to return to a practice or game.
- The Athletic Trainers and our staff want to make sure that our athletes are safe and getting the best care and treatment available.

TREATMENT AND REHAB POLICY:

1. If you're hurt, you're here.
2. If you're not hurt, you're not here.
3. If you need tape, you need treatment.
4. If you don't do your treatment, you DON'T get taped!

TO PARENTS

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position we are better able to accept the actions of the other and provide greater benefit to children. Please work to encourage and not to coach. That is our job. As parents, when your child becomes involved in our program, you do have a right to understand what expectations we are placing on your child. This begins with clear communication from the coach of your child's program.

COMMUNICATION YOU SHOULD EXPECT FROM THE COACH

1. Philosophy of the coach
2. Expectations the coach has for your child as well as all the athletes on the squad
3. Locations and times of all practices and contests
4. Team requirements; i.e., practices, special equipment, out-of-season conditioning
5. Procedure followed should your child be injured during participation
6. Discipline that may result in the denial of your child's participation

COMMUNICATION COACHES EXPECT FROM PARENTS

1. Concerns expressed directly to the coach
2. Notification of any scheduled conflicts **well in advance.**

As your child becomes involved in the programs at Olathe North High School, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you and your child wishes. At these times, discussion with the coach is encouraged.

APPROPRIATE CONCERNS TO DISCUSS WITH COACHES

1. The treatment of your child, mentally and physically
2. Ways to help your child improve
3. Concerns about your child's behavior

It is very difficult to accept your child's role within the team concept. Coaches take their profession seriously. They make judgment decisions based on what they believe to be the best for all students involved. As you have seen from the list above, **certain things can be and should be discussed with your child's coach.** Other things, such as those that follow, must be left to the discretion of the coach.

ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES

1. Team strategy
2. Coaching Decisions
3. Other student-athletes

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear and open-minded understanding of the other's position. We feel that if the conference pertains to your son or daughter, that they should be involved in the discussion and therefore needs to attend the meeting as well. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

PROCEDURE FOR SPEAKING WITH A COACH ABOUT YOUR STUDENT ATHLETE

PLEASE DO NOT CALL A COACH AT HOME!!!! A coach's time with family is severely limited during the season. **The family's privacy should be respected.**

PLEASE DO NOT ATTEMPT TO CONFRONT A COACH BEFORE OR AFTER A CONTEST OR PRACTICE. These can be emotional times for both the parent and coach. Meetings under these circumstances do not promote resolution.

REMEMBER – Your concerns are important to us. Never hesitate to follow the procedures to make those concerns known. Together we can work to improve our athletic program.

PARENT COMMUNICATION PROCESS:

There are situations that may require a conference between the coach and the parent. 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 following procedure should be followed to help promote a resolution to the issue of concern.

Level 1: Encourage your daughter/son to speak directly with the coach; many times this can take care of itself. If you have a specific question please wait 24hrs after a competition to contact your daughter/son's coach.

****Teachable Moment:** Have your athlete visit with their head coach **first**. If we are preparing students for life's lessons, this is a critical piece of their education. When you exclude your son/daughter from the process you are in essence removing his/her voice.

Level 2: Email Coach Huseman (lhusemanon@olatheschools.org) and your child's event coach if necessary to set up an appointment at least a day in advance.

Level 3: If you have contacted/conference with the head coach, and wish to also have the Athletic Director involved, please contact the head coach, and request that the athletic coordinator is involved. (The head coach may also request that the athletic director sit in on a parent meeting.)

Level 4: If solutions are not reached, the principals are also available to sit in on a parent meeting if #1, #2, #3, didn't work and hopefully provide resolution.

Athletic Office at Olathe North (913.780.7140) to set up an appointment at least a day in advance.

If the coach cannot be reached, speak to the Athletic Secretary or leave a message. A return call from the coach will be arranged, or a meeting set up for you.