



**ATHLETIC HANDBOOK & ELIGIBILITY REQUIREMENTS  
2019-20 SCHOOL YEAR**

The following packet has been put together in an effort to clearly put forth, explain, and determine the requirements for participating in CIF-sanctioned sports while enrolled as a student at [VENTURE ACADEMY](#). The following guidelines will remain consistent across the board for all sports on all grade levels. This resource is made available so that all administration, staff, teachers, coaches, and students can use it as a source of consolidated information to ensure both consistent and fair standards.

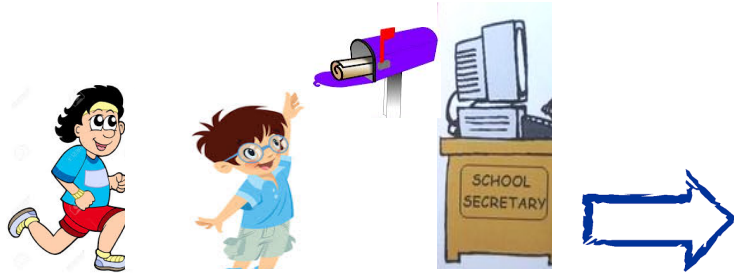
### To be ELIGIBLE:

- A student-athlete must be a Full-Time student at Venture Academy (20+ credit hrs./semester).
- A student-athlete must currently possess a 2.0+ GPA, or equivalent.
- A student-athlete must **NOT** have 2 or more classes with a letter grade of “**F**” or designated “**Fail**” in the current semester; otherwise, he/she will be deemed ineligible.
- A student-athlete must have all proper paperwork (*physical forms, photo release, medical insurance waiver, etc.*) signed and turned-in prior to participation.
- For Independent Study students, they must meet with their designated I.S. staff member/teacher for each mandatory monthly check-in and maintain at least 5.0 credits per month.

### GRADE CHECKS throughout the semester:

- When obtaining grade checks, student-athletes must receive an actual letter grade from each of their teachers in all classes in the current semester by the designated due date (*with the exception being the January 7<sup>th</sup> Grade Check, as that will reflect the end of 1<sup>st</sup> semester FINAL grades*). If the class is a Pass/Fail format, then the teacher must designate whether the student receives “Credit” (Pass) or “No Credit” (Fail) in place of a letter grade.
- Each student-athlete must turn-in a completed Grade Check form to his/her respective coach by the designated due date, which is the first Tuesday of every month (exception is Jan. 8).
- Each coach must then turn in all of his/her players’ Grade Check forms together as a team to the Athletic Director (*Jim Sells*) by the due date.
- Any Grade Check forms not turned-in to the A.D. on the due date will result in that athlete or athletes being considered ineligible immediately, or until that Grade Check form is turned in to the A.D.
- At Venture Academy we strive to set our students up for success; therefore, our grading procedures go above and beyond the minimum CIF standards in regards to monthly grade checks. As a result, there is an “**Academic Probation**” component in place, which is a 2-week grace period after the due date of Grade Checks for a student-athlete that is not meeting academic requirements to earn eligibility. During the 2-week “**Academic Probation**,” student-athletes have this time to work on raising their GPA and/or letter grades in classes. They can practice with their respective team, but will **NOT** be eligible to play in athletic contests during this time. If they are able to reach “eligible” status within these two weeks, they will become available to participate in athletic contests immediately. Once the 2 weeks has expired and if the student has not met academic standards, the student in question must then wait until next month’s grade check to earn eligibility status. **Each athlete is only able to use this 2-week “Academic Probation” once during a school year.**

PROCESS =



1.)

Student picks-up blank Grade Check form at any of the designated school locations:

- **VAFS** (Main Bldg. 2829) = Outside Counselor offices in mailboxes.
- **CTEC** (Bldg. 2911) = Office reception area.
- **Excel** (Bldg. 2720) = Mrs. Lynette Graham's office reception area.
- **Gymnasium** (Bldg. 2814) = Athletic Director, Jim Sells' office.



2.)

Student receives letter grade or "pass/fail" mark from each class **Teacher** on the Grade Check form →



3.)

Student hands-in completed Grade Check to **Coach** →



4.)

**Coach** hands-in Grade Check forms for their entire team *together* to **A.D.**



## GRADE CHECK important dates:

### **DUE Date to Coach:**

September 3  
October 1  
November 5  
December 3  
**\*January 7 (Final grade 1<sup>st</sup> sem.)**  
February 4  
March 3  
April 7  
May 5

### **ELIGIBILITY Timeframe:**

September 3 – September 30  
October 1 – November 4  
November 5 – December 2  
December 3 – January 6  
**January 7 – February 3**  
February 4 – March 2  
March 3 – April 6  
April 7 – May 4  
May 5 – May 29

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## Attendance & Behavior notes:

### Attendance:

Student-athletes must attend at least 3 full periods in the school day in order to participate in an athletic contest/match that same day (*exceptions will be considered for family emergency/medical appointments with an accompanying note*).

### School Class Credits:

Student-athletes who successfully complete the entire sports season will receive 5 credits for “Team Sports” on their transcripts. The Athletic Director will work with the Head Coach to confirm all eligible student-athletes and then forward those names to Eva Espinoza in the Main Office.

### Discipline:

If suspended from school, the student-athlete in question will not be allowed to participate in the team’s next contest/match at the minimum. Depending on the severity of the school suspension, the student-athlete in question could be served with a longer sit-out period from athletics, as determined by an administrator and/or coach.

### Behavior Issues:

These circumstances will be handled internally on a case-by-case basis amongst administration and/or coaches. If a teacher is having behavior issues with a student-athlete there is the option to set-up a meeting with parents, student, athletic director, and/or coaches to establish an action plan. If continued behavior issues persist the end result could be suspension from athletic participation.

If there are any questions, please contact the Venture Academy Athletic Director, **Jim Sells**:

209-227-2287 (office) \* 515-570-1963 (cell) \* [jsells@sjcoe.net](mailto:jsells@sjcoe.net) (email)



## **REQUIRED FORMS FOR PARTICIPATION**

There are a total of 6 player forms needed to be complete and turned into the Athletic Director **BEFORE** any kind of participation is allowed (try-outs, conditioning, practice, games, etc.). These forms include:

- **Physical/Athletic Clearance** form *(to be filled out by a licensed Doctor – **NOT** a chiropractor)*
- **Field Trip Permission and Medical Authorization** form
- **Photo Consent** form
- **CIF Concussion** form
- **CIF Heat Illness** form
- **Expectations & Acknowledgement** form

***\*\*\*If competing in more than 1 sport during the school year, these forms only need to be turned in once for the first sport of the school year.***