



SECTION 1 – ABOUT SANDS SECONDARY

School Colours	Navy/White/Green
Mascot	Scorpion
Enrolment	724
Division	AA
Address	10840-82 Ave Delta BC V4C 2B3
Phone	604 594-3474
Fax	604 594-1145
Principal Email	Rick Mesich rmesich@deltaschools.ca
Vice Principal Email	Joanna Macintosh jmacintosh@deltaschools.ca
Athletic Director	Lindsay Viveiros lviveiros@deltaschools.ca 604 594-3474
School Website	http://sa.deltasd.bc.ca/

The sports on page four are offered at Sands Secondary.
Programs are offered on the basis of the following criteria:

1. A qualified teacher-coach or community coach to operate the program.
2. A sufficient number of committed students to the particular program.
3. There is a recognized league within the South Fraser Athletic Association.
4. Approval by BC School Sports, SD #37, and Sands Secondary.
5. Approval by Administration and the Athletic Director.

FALL SPORTS

Girls Volleyball	Boys Volleyball	Boys Soccer
Aquatics		

WINTER SPORTS

Boys Basketball	Girls Basketball
-----------------	------------------

SPRING SPORTS

Girls Soccer	Girls Badminton	Boys Badminton
Hockey	Track and Field	Ultimate

SECTION 2 – PHILOSOPHY AND OBJECTIVES

2.1 Philosophy Statement

The Sands Athletics Department believes being a member of a competitive athletic team, regardless of time spent in competition, provides an opportunity for our student athletes to learn many valuable lessons in commitment, citizenship, sportsmanship and life. Student athletes learn how to work together to meet team goals, understand responsibility and commitment to their team and school. They also gain insight into placing team above self, learning to accept constructive criticism, respect for others, winning and losing with dignity, self-control and being responsible for their actions. The athletics program will strive to encourage all student athletes to reach their full academic, educational and social potential.

2.2 Objectives

1. To provide a positive image of school athletics at Sands Secondary.
2. To provide opportunities for:
 - A. Physical, mental and emotional growth and development.
 - B. Acquisition and development of special skills in activities of each student's choice.
 - C. Development of commitments such as loyalty, cooperation, fair play, and other desirable social traits.
 - D. Directed leadership and supervision that stress self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that make for winning and losing graciously.
3. To provide opportunities for students to represent their school and community and develop an understanding that every eligible student

has the right to try out for a team, **but it is a privilege and not a right to represent one's school.**

4. To provide a continuous program of school-community relations designed to emphasize the educational, health, social and recreational values of competitive sports as integral parts of the educational curriculum.
5. To engage a maximum number of students in both the activity and administrative areas of the program.
6. To generate and cultivate leadership qualities and provide challenges for individuals.
7. To contribute to the development of school spirit.
8. To contribute toward the improvement of the health, fitness and general welfare of all individuals taking part in the program.

SECTION 3 – CODES OF CONDUCT AND ELIGIBILITY

3.1 SANDS SECONDARY ATHLETICS CODE OF CONDUCT

I. COMMITMENT

Each team member is expected to attend all practices and games. Schedule conflicts must be discussed with the coach in advance. Lack of commitment to a team or sport may affect participation on the team. Withdrawal during a season may jeopardize future participation in Sands Athletics.

II. SPORTSMANSHIP

Sands Secondary athletes are expected to maintain the highest standards. Showing respect for opponents and officials is a paramount principle of our program. An athlete unable to follow the Code of Conduct may result in suspension for a game, week, season of play, or year from the Athletic Department or school.

III. SERVICE

Participating athletes who benefit from our athletic program are expected to return service to the school in the form of assisting at special events, officiating, fund-raising, scorekeeping, etc. when reasonably requested.

IV. CITIZENSHIP

High standards of behaviour and attitude are required. School and District rules apply to all events. Use of alcohol, drugs, or tobacco will result
Sands Secondary Athletics Handbook

in school disciplinary action and possible suspension from athletics. An athlete unable to follow the Code of Conduct or Responsibilities may result in suspension for a game, week, season of play, or year from the Athletic Department, or school.

V. ACADEMIC EFFORT

Each team member is expected to maintain ACADEMIC and EFFORT STANDARDS consistent with his/her ability. Regular class attendance is mandatory. If a student is unable to attend class the day of a league, exhibition, or zone playoff game in whole or in part may not be able to play in the game.

An athlete unable to meet the ACADEMIC and EFFORT STANDARDS may receive a suspension for a game, week, or season of play from the Athletic Department, or school.

VI. PARENTAL CONSENT FORM (MEDICAL INFORMATION)

Participation in our athletic program requires that all athletes have on file a signed "Player Registration and Consent Form", "Transportation Form", "Driver Consent Form", and a "Waiver Form". All these documents can be found on Parent Connect. Parents are responsible to make the office and coach aware of any changes in their child's medical condition.

VII. FEES

All sports require fees to help offset costs, officials, tournaments, and equipment supplies uniforms and in some cases travel. Fees are due prior to the first league game in order to participate. If this is a concern, arrangements can be made with the school's Athletic Director or administrator.

VIII. UNIFORMS AND EQUIPMENT

Uniforms and equipment are the property of the school and must be cared for. They must be well maintained by the student-athlete to whom they are issued. Partial uniforms will not be accepted as returnable. If lost or damaged, charges will be levied. Students who do not return equipment or uniforms for which they are responsible will not be permitted to register for a sport for the following season and the fee asset on the students account .

IX. DRUG AND ALCOHOL POLICY (District #37 and Sands Secondary)

If you violate the Drug and Alcohol Policy of School District #37 while you are a team member in our athletic program and the violation takes place at an activity other than an athletic activity, you will be suspended from participating in the season in which the violation occurs (length of time at the discretion of the coach and/or Athletic Director). If you violate the Drug and Alcohol Policy while directly involved as a team member within the athletics program, and this violation takes place during the athletic activity, Sands Secondary Athletics Handbook

you will be suspended from participation for the rest of that season. You may also be subject to further discipline from administration. We would like to make it clear to all athletes that drug and alcohol use in any form will not be condoned within the athletics program.

PARTICIPATION IN OUR ATHLETICS PROGRAM IS CONDITIONAL ON THE STUDENT'S ADHERENCE TO THE ABOVE GUIDELINES

3.2 BC SCHOOL SPORTS ELIGIBILITY

It is the responsibility of the teacher/coach to ensure that students meet all B.C. School Sports eligibility requirements. The following is a summary of the major eligibility requirements, and all member schools have approved them for all participating students:

1. Students must be in full-time attendance (must have a 75% course load).
2. Students must not have completed graduation requirements in the preceding school year, or accepted a Certificate of Standing in the CURRENT year.
3. Students must not be in their 6th year of high school. They are eligible for five consecutive school years, based upon their initial entry into grade 8 (regardless of whether or not they actually compete on a team in any given year).
4. Students must meet the following age requirements:
 - Seniors must be under 19 years of age as of December 31st of the current school year
 - Juniors must be under 17 years of age as of December 31st of the current school year
 - Grade nines must be under 16 years of age as of December 31st of the current school year
 - Grade eights must be under 15 years of age as of December 31st of the current school year
5. Students who transfer schools after having started their 1st year of eligibility may be restricted from eligible competition for 12 months (starting from the date of their arrival at the new school).

3.3 ATHLETES PLAYING UP POLICY

When considering moving up a player, the player should be able to make a major contribution to the higher team, and should have sufficient playing time on that team to benefit in his or her development as a player.

1. Process for aging up a player:
 - a. Agreement between the two coaches involved
 - b. Agreement between the coach and parents of the player
 - c. Agreement between the coach and the player

*****IF THERE IS NOT AN AGREEMENT THE AD WILL PROVIDE MEDIATION WITH ALL PARTIES INVOLVED AND RENDER A DECISION IF NECESSARY*****

3.4 LINES OF COMMUNICATION (FOR DEALING WITH IN- SCHOOL ELIGIBILITY ISSUES)

The normal lines of communication for resolving issues involving either in school or in class standing will be as follows:

- a. Teacher to student/parent.
- b. Teacher to coach/counsellor followed by communication to student.
- c. Teacher to Athletic Director, counsellor, administration and parent.

3.5 SANDS SECONDARY ATHLETICS COACH'S CODE OF CONDUCT

The coach / student-athlete relationship is a privileged one. Coaches play a critical role in the personal and athletic development of their students. Therefore, coaches are expected to model the fundamentally positive aspects of school sport. Coaches are responsible for their own behaviour as well as their student-athletes.

I. COMMITMENT

Coaches shall recognize that school sport is an extension of the classroom, with moral and legislative obligations required of the coach at all times. Coaches shall uphold the rules and regulations of BC SCHOOL SPORTS, the Delta Athletics Association and applicable sport commission. Coaches shall actively uphold the rules of the sport, the spirit of the rules of the sport, and encourage student-athletes to do the same.

II. SERVICE

Coaches shall fulfill all league, exhibition, invitational, play-off and championship competitive and event obligations, in accordance with Delta Athletics Association policy, sport commission policy or tournament organizer agreements.

III. RESPECT

Coaches shall treat all participants fairly and equitably, by refraining from discriminating against any student-athlete with respect to race, colour, ancestry, place of origin, religion, family status, physical or mental disability, sex or sexual orientation.

IV. RESPONSIBILITY

Coaches shall respect the judgment and interpretation of officials without gesture or argument, and require student-athletes to do the same. Coaches shall not use foul, profane, harassing or offensive language or gestures in the conduct of coaching duties. Coaches shall not use physical force of any kind in the conduct of coaching duties.

V. LEADERSHIP

Coaches shall not, under any circumstances, endorse, recommend or suggest the use of performance enhancing drugs or supplements by any student-athlete. Coaches shall abstain from the use of tobacco products and alcohol while in the presence of student athletes, and discourage their use by student-athletes.

3.6 SANDS SECONDARY STUDENT-ATHLETE'S CODE OF CONDUCT

The actions of a student-athlete are a reflection of themselves, their team, their school and their community. A student's involvement in school sport provides opportunities and experiences that are important to the development of a well-rounded student. However, student-athletes must remember that their participation in school sport is a privilege, not a right. Student-athletes shall:

Treat everyone with respect

1. Treat teammates, coaches, opponents, event organizers and spectators with respect.
2. Respect and accept with dignity the decisions of officials.
3. Be generous in winning and graceful in losing.

Exercise self-control at all times

1. Remember that there is no place in sport for drugs or alcohol.
2. Refrain from the use of foul or profane language.
3. Refrain from the use of physical force outside of the rules of the game.

Play fair

1. Play within the rules and the spirit of the rules of the game at all times.

3.7 SANDS SECONDARY PARENT'S CODE OF CONDUCT

It is expected that parents:

1. will learn the rules of the game and the policies of the league.
2. will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
3. will respect the officials and their authority during games and will never question, discuss, or confront coaches at the court or field, and will take time to speak with coaches at an agreed upon time and place.
4. will respect that their child's playing time is ultimately the coach's decision. At the grade eight level, Sands coaches will do their best to provide equal playing time.
5. will refrain from coaching their child or other players during games and practices, unless a parent is one of the official coaches of the team.

3.8 SANDS SECONDARY SPECTATOR'S CODE OF CONDUCT

Spectators are encouraged and welcome to attend Sands sporting activities.

Spectators should:

1. Treat everyone with respect
 - a. Cheer in a positive manner for all competitors.
 - b. Respect the decisions of officials.
 - c. Do not interfere with the play or competition.
 - d. Be courteous and respectful to other spectators, all competitors, coaches, event organizers and officials.
2. Exercise self-control at all times
 - a. Respect the rules and regulations of the facility.
 - b. Refrain from the use of foul or profane language.
 - c. Refrain from the use of physical force of any kind.

3.9 DELTA SCHOOL DISTRICT TRANSPORTATION POLICIES

The Delta school district requires all volunteer drivers to read and understand administrative procedure 491 before driving students. And that every athlete's parent reviews the districts **PRIVATE TRANSPORTATION ARRANGEMENTS/VOLUNTEER DRIVER FORM**.

STUDENT TRANSPORTATION BY VOLUNTEER DRIVERS

Background

The District values the involvement and commitment of volunteer drivers. Student transportation is the responsibility of the Principal who may designate a "supervisor" to assume overall responsibility for travel arrangements and supervision of travel for a particular school activity, or for all activities.

Procedures

In accordance with guidelines in the Schools Protection Program Reference Manual and the regulations of the Motor Vehicle Branch, any volunteer driver willing to provide transportation where needed for organized school activities, must review and comply with the following conditions:

1. The driver must hold a valid British Columbia driver's licence (Novice Stage or Full Privilege only). Drivers obtaining Novice designation after October 6, 2003 may not carry more than one passenger unless they have a qualified supervisor twenty-five (25) years or older with a valid full privilege driver's licence in the vehicle (this restriction does not apply to immediate family members, e.g. mother, father, sister, brother, child, spouse, grandparent, including step and foster relationships).
2. The vehicle must have standard insurance coverage with I.C.B.C.
3. The vehicle must have one (1) seatbelt available for every passenger, including the driver. Drivers are responsible for complying with all child restraint requirements.
4. Booster seats are for children over eighteen (18) kg. (40 lbs) until they are nine (9) years old unless they have reached the height of 145 cm (4'9" tall).
5. The number of persons being transported in the vehicle must not exceed the normal carrying capacity of that vehicle.
6. The vehicle must be maintained in sound mechanical order.
7. Children under the age of thirteen (13) must not be transported in the front passenger seat in vehicles equipped with a front airbag on the passenger side.
8. The driver must authorize a Criminal Records Check (Form 401-1) for situations involving overnight trips with students.
9. All incidents of injury or vehicle accidents must be reported to school staff and an Incident Report (Form 530-1) must be completed and provided to the District Office.

10. A vehicle with a seating capacity of more than ten (10) persons, including the driver, is classified by the Motor Vehicle Branch as a "bus". A "bus" used to transport students is required to have a valid school bus permit issued by the Motor Vehicle Branch. This will include volunteers' vehicles and rental vehicles used for student transportation.
11. Volunteers who rent vehicles to transport students for school-approved functions must be aware of the appropriate requirements for drivers licence classifications, Third Party Liability insurance limits, and School Bus Permits, particularly when renting vehicles which have a capacity to carry more than ten people, including the driver. Vehicle capacity, and not the number of passengers being carried, is the determining factor. Only drivers who are declared to the rental agency are allowed to drive (confirm minimum age requirement for operating a rental vehicle with the rental agency). Insurance coverage is voided if an undeclared driver drives the vehicle.
12. The Insurance Corporation of British Columbia considers drivers to be "volunteers" as long as they are reimbursed only for reasonable expenses. A volunteer who is paid a wage or is reimbursed for his/her time, is no longer considered a "volunteer" and is to contact his/her Autoplan agent as it may be necessary for the volunteer's vehicle to be rated for "business use".
13. Actions by volunteers on behalf of the District are covered by the School Protection Program while participating in any District or school-authorized and supervised activity. However, not all situations that occur during off-site school activities will be considered part of the approved activity. For example, if the volunteer decides to leave the premises of the school activity for personal reasons and are involved in an accident, the School Protection Program may not respond on the volunteer's behalf. Volunteers are to be aware that they may have some personal legal liability exposures. These exposures may be insured under the liability section of homeowners' or tenants' insurance policies, or under an ICBC Policy. Volunteers are advised to check with their own insurance agents.
14. Third Party Liability coverage above two hundred thousand dollars (\$200,000) basic personal coverage is provided by the Schools Protection Program, however, NO COMPREHENSIVE OR COLLISION coverage is provided beyond your own personal vehicle insurance.
15. There is NO MEDICAL, DENTAL OR DISABILITY COVERAGE for volunteers. If a volunteer is injured by the actions of other people, the volunteer still has the right of common law action and in the case of automobile-related injuries, ICBC coverage may apply.
16. All incidents of injury or vehicle accidents must be reported to school staff immediately.

Reference: Sections 17, 20, 22, 26.1, 65, 85 School Act

Freedom of Information and Protection of Privacy Act

PRIVATE TRANSPORTATION ARRANGEMENTS/VOLUNTEER DRIVER FORM

TO THE ATTENTION VOLUNTEER DRIVERS:

If you wish to be a volunteer driver for this field trip, you must review **Administrative Procedure 491 – Student Transportation by Volunteer Drivers**, which is available at the school office. Or above in the handbook

Listed below are a few reminders to help make your trip safe and enjoyable:

- Please ensure that all students are wearing seatbelts before starting the vehicle;
- Only the driver and one student over the age of 13 are to be in the front seat of vehicles equipped with a front airbag on the passenger side;
- Check with the teachers before departure as to the route and parking arrangements;
- Please drive within the speed limit and be particularly cautious at intersections;
- If there is a problem with students, please stop the car to deal with the situation. If needed, call the Principal or designate and we will arrange for the pickup of the student.

SECTION 4 – COACH RESPONSIBILITIES

4.1 COMMUNITY COACH GUIDELINES

BC SCHOOL SPORTS understands that community coaches are integral to the school sport system, and that they are necessary to ensure further opportunities for student athletes. Recognized athletic associations, member schools and/or school districts are encouraged to adopt the following guidelines to ensure that the philosophy, objectives and values of the BC SCHOOL SPORTS system are maintained.

1. Community coaches should complete the Community Coaches Application Form and submit copies to both the Athletic Director and School Administrator. The form will enable school representatives to start to determine the qualifications and suitability of the prospective community coach to supervise and coach students of school age, and to receive from the prospective community coach authorization to conduct a criminal record check.

2. It is strongly recommended that the community coach has completed a minimum of level one theory of the National Coaching Certification Program.

3. The School Administrator and/or Athletic Director should meet with each prospective community coach to discuss school athletic policy and school sport philosophy, ensuring that the coach understands:

- a. the expectations for the supervision of students
- b. emergency protocol within the school
- c. accountability for equipment, uniforms, finances
- d. league schedules and deadlines

- e. practice times, restrictions, policies and access
- f. school and/or district travel policies and insurance requirements
- g. the BCSS and Sands Secondary's Coach's Code of Conduct and procedures
- h. the BCSS Eligibility Policies and procedures
- i. the decision-making process and jurisdictional boundaries of the school, school district, athletic association, sport commission and BC SCHOOL SPORTS
- j. required paperwork for team and player registration and entry into events
- k. how and where to register for NCCP clinics

4. The School Administrator and/or Athletic Director should request and check at least two references for each community coach candidate. Reference checks should include questions about previous conduct, suspensions or probationary penalties served, technical skill and ability, age group and/or gender previously coached and degree of commitment and interest.

5. The School Administrator and/or Athletic Director must undertake a criminal record check on the prospective community coach to ensure no convictions under the Criminal Code of Canada and the Narcotics Control Act.

6. The BCSS supervision policy does not require that a teacher-sponsor be present with adults who have been approved by the School Administrator. It is therefore strongly recommended that periodic observations of the community coach at practice and in competition be conducted by the Athletic Director and/or Administrator.

4.2 HEAD COACH RESPONSIBILITIES

The head coach must remain the same throughout the season and be willing to take full responsibility for all supervision and administrative assignments related to the team.

1. The following is a partial list of supervision and administrative assignments related to a team:
 - a. collection of sport user fees prior to distribution of uniforms
 - b. collection of uniforms at the end of the season
 - c. attend all practices
 - d. be actively involved in the supervision of all practice activities to attend all games/competitions and be present on the bench throughout the entire duration of the game/competition

- e. be actively involved in the supervision of the team during this time
- f. reporting of game/competition results to the league coordinator

SECTION 5 - FEES

5.1 STUDENT ATHLETIC FEE DISTRIBUTION

At Sands Secondary, many costs are incurred when running an athletics program. These fees are to be paid by the athlete and will go into the general athletics account. This money will be used for a variety of purposes:

1. Referees
2. Uniform Replenishment
3. Tournaments
4. Equipment
5. Transportation
6. BC School Sports registration
7. Delta Athletics Association Fees
8. South Fraser Athletic Association registration for each sport
9. Sands Athletic shirt/socks
10. Miscellaneous costs incurred by the Athletic Department such as medical supplies, awards, handbooks etc.

5.2 ATHLETIC DEPARTMENT – USER FEES

Each coach, in consultation with the Athletic Director, will determine the cost per athlete for his or her team. Prior to the start of the season, the coach will inform the team of the fee for the applicable season of play.

5.3 EXPENSES AND FUNDING FOR PROVINCIAL CHAMPIONSHIPS:

Sands Athletics is committed to helping offset the cost of senior teams travelling to the B.C. Championships; however we cannot be responsible for all costs incurred. Accommodations, transportation, and TOC costs will be covered for teachers and sponsors. The cost per student may be subsidized; some teams will have more funds allotted due to fundraising efforts and/or hosting tournaments.

*** please note that all receipts must be kept and turned into the Athletic Director for reimbursement**

