



ADMINISTRATIVE PROCEDURE

CATEGORY: INSTRUCTION, CURRICULUM DESIGN

SUBJECT: **Basic Regulations for Athletics**

A. PURPOSE AND SCOPE

1. To outline basic administrative procedures governing the athletics program.
2. **Related Procedures:**

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| Student body fund raising | 2265 |
| Administration of athletics | 4170 |
| Interscholastic athletic program eligibility requirements | 4172 |
| K-12 Physical Education | 4179 |
| Athletic awards | 4183 |
| Eligibility for participation in cocurricular and extracurricular activities | 4350 |
| Field trips, single-day within state | 4585 |
| School Clubs, General | 6240 |
| Schedule of extended-day units | 7233 |

B. LEGAL AND POLICY BASIS

1. **Reference:** Board policy: F-1500, F-2000, F-2350; Education Code sections 33352, 49020, 51242; California Code of Regulations, Title 5, Sections 5531, 5590-5596.
2. **Authorization.** In addition to other subjects of instruction, the course of study in each high school may include training in athletics. The interschool athletics program should be considered a part of the school curriculum, educational in purpose and conduct. The interschool athletics program will be administered on three levels and the Board of Education will provide authorization for activities assigned to Level 1 and Level 2 when a classification change is necessary. There should be no more than two teams per sport per school.

C. GENERAL

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the PE, Health and Athletics Department, Instructional Support Services Division.
2. **Authorized Activities.** (B.2.)
 - a. **Level 1 activities** meet the following criteria:
 - (1) The sports are approved by the CIF-SD Section and authorized for interschool competition by the Board of Education.
 - (2) The CIF-SD Section establishes a season for these sports. The district PE/Health/Athletics Director /Conference President develops a schedule of cross league and league contests.

- (3) A CIF-SD Section champion is determined each year.
 - (4) Teams fielded in these sports shall be referred to as “varsity” teams.
 - (5) The Board of Education provides financial support for Level 1 teams.
 - (6) All of the CIF and district requirements necessary for fielding a sport must be met.
 - (a) **Girls sports:** Varsity basketball, cross-country, field hockey, soccer, softball, swimming, tennis, track, volleyball, and water polo teams.
 - (b) **Boys sports:** Varsity baseball, basketball, cross-country, soccer, swimming, tennis, track, volleyball, and water polo teams.
 - (c) **Student sports:** Varsity football and wrestling teams.
 - (d) **Coeducational sports:** Varsity badminton team.
- b. **Level 2 activities** meet the following criteria:
- (1) The sports are approved by the CIF-SD Section and authorized for interschool competition by the Board of Education.
 - (2) The CIF-SD Section establishes a season for these sports. The district develops a schedule of contests.
 - (3) A CIF-SD Section champion is *not* determined each year.
 - (4) Teams fielded in these sports shall be referred to as “junior varsity” teams.
 - (5) The Board of Education provides financial support for Level 2 teams.
 - (6) All of the CIF and district requirements necessary for fielding a sport must be met.
 - (a) **Girls sports:** Junior varsity basketball, softball, and volleyball teams.
 - (b) **Boys sports:** Junior varsity baseball, basketball, and track teams.
 - (c) **Student Sports:** Junior varsity football and wrestling teams.

c. **Level 3 activities** meet the following criteria:

- (1) The sports are approved by the CIF-SD Section and authorized for interschool competition by the Board of Education.
- (2) The CIF-SF Section establishes a season for these sports. The district *may* develop a schedule of contests.
- (3) Teams fielded in these sports shall be referred to as “extramural” teams.
- (4) The Board of Education has no *financial responsibility* for Level 3 activities.
- (5) Schools may field “extramural” teams in a sport if there are no Level 1 and 2 teams in that particular sport.
- (6) All of the CIF and district requirements necessary for fielding a sport must be met.
- (7) Adequate facilities must be available.

d. **Level 4 activities** meet the following criteria:

- (1) The sports are *not* approved by the CIF-SD Section or, in the case of Grade 9 sports only, the sports are not authorized for interschool competition by the Board of Education (e.g., cheerleading, sailing, and surfing).
- (2) The CIF-SD Section *does not* establish a season for these sports, with the exception of Grade 9 sports not authorized by the district for interschool competition, and the district *does not* develop a schedule of contests.
- (3) Teams fielded in these sports shall be referred to as “club” teams.
- (4) The Board of Education has *no financial responsibility* for Level 4 activities.
- (5) All of the CIF and district requirements necessary for fielding a sport must be met.
- (6) Schools must also conform to district procedure as it relates to clubs (Administrative Procedure 6240).
- (7) Adequate facilities must be available.

3. Coaching Requirements, Qualifications, and Competencies

- a. All athletic teams (Levels 1 through 4) must have a qualified coach.
- b. All coaches (regular staff, walk-ons, and volunteers) of athletic teams (Levels 1 through 4) must demonstrate qualifications and competencies pursuant to California Code of Regulations, Title 5, Section 5593. (See E.2., Attachment 1 - "Conditions for Employment" and E.3., Attachment 2 - "Code of Ethical Conduct.")
- c. All coaches must complete the district-approved Coaching Education Certification, which is mandated by the California Interscholastic Federation (CIF).

4. It is the responsibility of school authorities to inform the community regarding purposes of the interschool athletic program.**5. Conduct of Athletic Program in Schools**

- a. Principals shall be responsible for the conduct of athletic programs and athletic-related activities in their schools.
- b. Individual school policy for an athletic program must be clearly stated and understood by all.

6. Supervision

- a. All athletic activities conducted under the auspices of any public school or of any class or organization thereof shall be under direct supervision of district authorities.
- b. Host school is responsible for supervision and general conduct of all spectators, except students from the visiting school. Visiting school will provide adequate supervision for its students, in addition to the coach. Faculty, police, private security and personnel shall be provided as needed.
- c. **Teacher supervision**
 - (1) No precedent should be established separating responsibility for teacher supervision of athletic activities and responsibility for teacher supervision of the general cocurricular program. To ensure that unreasonable demands are not made upon teachers, professional ticket-takers should be employed; increased police supervision should be provided when athletic events justify such action.

- (2) Students, while in school or while attending a school-directed activity, are to be under direct supervision of a certificated staff member at all times. Principal is responsible for enforcement of this rule.

d. Supervision of athletic teams

- (1) A certificated staff person, responsible for the conduct of a team, must accompany the team to all practices and contests and must remain until practice or contest is over and all members of the team have left the dressing quarters. (A “walk-on” coach who meets the qualifications and competencies as stated in California Code of Regulations, Title 5, Section 5593, qualifies for this supervision responsibility.)
- (2) A visiting team shall not be recognized by a host school unless accompanied by a responsible certificated representative.

D. IMPLEMENTATION (See Section C.)

E. FORMS AND AUXILIARY REFERENCES

- 1. Interscholastic Athletic Program Handbook, available from the PE, Health, and Athletics Department
- 2. Conditions for Employment—Athletic Team Coach, Attachment 1
- 3. Code of Ethical Conduct, Attachment 2

F. REPORTS AND RECORDS

G. APPROVED BY



General Counsel, Legal Services
As to form and legality

H. ISSUED BY



Chief of Staff