

**WEST HILLS HIGH
SCHOOL
HOME OF THE
WOLF PACK**



**Student-Athlete
Athletic Handbook
2024-2025**

**West Hills Athletic Department
Grossmont Athletic Conference**

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I. INTRODUCTION

MESSAGE FROM THE ATHLETIC DIRECTOR

Dear Wolf Pack Parents and Students,

Welcome to a new year of West Hills athletics! This year has been a wild one so far, but we are working to provide some athletic normality in the near future. We are in the process of working with the Grossmont Athletic Conference and CIF San Diego to ensure we can have athletics this year while doing it safely for all athletes and coaches. Your decision to be a part of the Wolf Pack family has the potential to make a lifelong impact. I want to thank you for your commitment to joining our athletic program.

It is expected that our student athletes work hard to fulfill their potential in the classroom and on the playing surfaces, in addition to becoming leaders and role models within our school community and beyond. Our principal, administrators, faculty and staff are committed to get the most out of our student athletes. As athletic director, I am humbled every day I come to work to help create positive experiences and programs for our student athletes to compete in.

As a student athlete I challenge you to

Be a Champion!
On the field...
In the classroom...
And in the community.

As a parent I challenge you to be supportive of your student athlete. We cannot make this happen without your continued support. In this handbook in section 2, we have a clear guide of the parents' role within a team. Please take the time to read this important section and use this as a guide for the upcoming season.

We are One, We are the PACK!

Lucas Hondros
Athletic Director
West Hills High School

West Hills Alma Mater

High above the river valley
Stands the silver, blue, and black.

Strong beside our Alma Mater,

We are one,

We are the Pack.

So stand the Silver,

Stand the Blue,

And stand the Mighty Black.

West Hills forever,

Our Alma Mater

We are one,

We are the Pack.

West Hills Athletic Administration

Principal – April Baker
Asst. Principal – Mike Falconer
Athletic Director – Lucas Hondros
Athletic Secretary – Sarita Pitones
Manager of School Facilities – TBD
Athletic Trainer – Jennifer Vanderschaegen

District Athletic Administration

Conference President – Donald Carroll

CIF San Diego Administration

Commissioner – Joe Heinz
Asst. Commissioner – Todd Cassen
Executive Administrative Assistant – Stacy Candia

High School Athletics in California is overseen by the California Interscholastic Federation (CIF) in conjunction with the regional and local athletic conferences. These vary by region within California and all high school interscholastic athletics, whether at a public school or private, must comply with site, District, regional and state regulations and requirements if they plan to be part of competitive athletics. For more information regarding CIF, please see the [CIF San Diego Section website](#).

CIF: THE SIX PILLARS OF CHARACTER

TRUSTWORTHINESS

Be honest • Don't deceive, cheat or steal • Be reliable — do what you say you'll do • Have the courage to do the right thing • Build a good reputation • Be loyal — stand by your family, friends and country

RESPECT

Treat others with respect; follow the Golden Rule • Be tolerant of differences • Use good manners, not bad language • Be considerate of the feelings of others • Don't threaten, hit or hurt anyone • Deal peacefully with anger, insults and disagreements

RESPONSIBILITY

Do what you are supposed to do • Persevere: keep on trying! • Always do your best • Use self-control • Be self-disciplined • Think before you act — consider the consequences • Be accountable for your choices

FAIRNESS

Play by the rules • Take turns and share • Be open-minded; listen to others • Don't take advantage of others • Don't blame others carelessly

CARING

Be kind • Be compassionate and show you care • Express gratitude • Forgive others • Help people in need

CITIZENSHIP

Do your share to make your school and community better • Cooperate • Stay informed; vote • Be a good neighbor • Obey laws and rules • Respect authority • Protect the environment

II. PARENT AND STUDENT GUIDE

Event Behavior:

- Losing as well as winning is a part of the game. All should be gracious in defeat and modest in victory. Accept loss as something with which you can grow. Set goals and move forward.
- Good sportsmanship is expected by all persons at all times. Discipline from coaches and the school will result if unsportsmanlike behavior is exhibited by team members, their parents, fans, or guests in the stands.
- Self-control and maturity is expected by all.
- Game officials ensure that participating teams will compete fairly and safely, and they do not lose a game for a team. Treat them with respect at all times. Your team could forfeit due to your commentary from the sidelines. Be mindful of this possible consequence.
- No one should speak to the officials except the head coach. Exceptions: official speaks directly to you or the team captain has been asked to speak for the team.

Expectations of the Spectators:

- Cheer positively FOR your team in the correct designated seating area, never negatively for anyone
- Refrain from the use of foul or abusive language.
- Show respect for injured players regardless of team affiliation.
- Encourage people around you to display good sportsmanship.
- Applaud at the end of the contest for all participants as they shake hands with each other, regardless of the outcome.
- Refrain from blaming the loss of a contest on the officials, the coaches, or the participants. Leave with a positive attitude.
- Spectators will abide by school rules regarding tobacco and alcohol. Smoking/vaping and alcohol are not allowed on campus.

Fan Code of Conduct

As a parent of a student/athlete representing West Hills High School and the Grossmont Union High School District, it is expected that you model behavior conducive to good sportsmanship, and demonstrate behavior that will not embarrass the school, your child, or yourself. By agreeing to allow your student to participate in athletics, you agree to abide by these standards of behavior set forth by the district and West Hills High School.

1. I agree to applaud the effort of all players on both teams and recognize these are young teens, not professional athletes.

2. I agree to cheer FOR our team and NOT against another team.
3. I agree that officiating is a difficult thankless task, and that officials are doing the best they can to be fair to both teams. I will accept their decisions without confrontation.
4. I agree not to taunt players, officials, coaches or fans before, during, or following a competition.
5. I agree to help control unacceptable behavior of spectators by reminding them that it is ok to cheer for our team, but it's inappropriate to cheer against another.
6. I agree to support the goals of sportsmanship and help bring pride and respect to my son/daughter and the school they are representing.
7. I agree to encourage my student athlete(s) to resolve conflicts or concerns with their coaches before asking for my help. I understand that one of the lessons they will learn through participation in sports is that they take responsibility for their own actions and learn how to handle adverse situations.
8. I agree that if I attend practice/games, I will be a respectful spectator and will not attempt to coach. I also agree to respect the rules of closed practices.
9. West Hills supports our coaches and their decision making in running practices, staffing games, and running their programs. At no time will student athlete playing time be discussed with the Athletic Director or Administration. If I (or my child) have concerns, I will direct my student athlete(s) to approach the coach at an appropriate time outside of practice and games to discuss any concerns.
10. I understand that the appropriate process for communication is first the coach, then if unsatisfied, the Athletic Director, then if still unsatisfied, the Assistant Principal of Athletics unless an egregious illegal or immoral action is present.

By including this in the Athletics Clearance packet, you and your student athlete(s) acknowledge and agree to abide by this Code of Conduct.

Expectations and Grievance Process:

Both parenting and coaching are extremely challenging in today's world. We must realize that coaches and parents should have the same goal: to see that each athlete has a positive experience and becomes a well-rounded individual. The closest and best relationship in high school athletics is the coach with the student-athlete and parent. The primary communication is always the coach with the student-athletes. Starting in the freshman year (or the first year the student-athlete is involved in the sport), they are learning and practicing how to communicate, in a variety of ways, with the coach and with their parent. The great gift in high school we can give all students is the gift of self-advocacy and appropriate communication strategies, **including timing and tone**. Emotions can run high in competitive sports and we work very hard to be teacher-coaches in all we do. It is always best to be proactive with program questions before we get into confusing, and sometimes, highly emotional situations. A specific

sport program question or concern, except in the most serious legal situations, follow this communication protocol:

- (1) Coach first: All program questions begin with the student-athlete and / or parent to the coach.
- (2) Athletic Director next: If you do not get a response to your satisfaction ,then you speak to the Athletic Director.
- (3) Assist. Principal of Athletics: If you are still unhappy or concerned, then you speak to the Assistant Principal of Athletics.

If you have a serious concern about a coach or student-athlete(s) safety or anything immoral or illegal with regard to our athletics program, please contact the Assistant Principal of Athletics IMMEDIATELY.

Expected Communication from the Coach to Parents:

- Coaching Philosophy
- Team and Individual Expectations
- Location, Times and Dates of all events
- CIF, Conference, District and School Rules

Expected Communication from the Parent to Coach:

- Non-confrontational communication is best. A note of inquiry is appreciated.
- Concerns should be addressed outside of practice, games or field of play
- Specific questions about their athletes expectations
- Notification of any absences prior to practice or games
- Appointments should be made to address concerns

Appropriate to Discuss with Coach:

- Treatment of your child
- Ways to help your child improve
- Concerns about your child's behavior or academics

Inappropriate to Discuss with Coach:

- Playing Time
- Coaching Decisions
- Team Strategy
- Play Calling or Substitutions
- Other Athletes

Steps for Resolution:

- Level One—Contact the Head Coach
- Level Two—Contact the Athletic Director
- Final Level—Contact the A.P. of Athletics

Note: All anonymous communication will be disregarded as specific concerns cannot be addressed if they are anonymous.

III. ATHLETICS PROGRAMS ISSUES AND INFORMATION

1. Alcohol, Drugs, and Illegal Dietary Supplements
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Alcohol, Drugs and Illegal Dietary Supplements

The Governing Board of the Grossmont Union High School District is committed to its legal and moral responsibilities in safeguarding the health, character, citizenship and personality development of students. Refer to the [WHHS Student Handbook and Behavior Code](#) for information regarding Suspension/Expulsion. Students involved in the possession (including paraphernalia associated with drug, tobacco, or alcohol use), use (including vaping), sale, furnishing, or if found under the influence of any drugs or alcohol should expect to be removed from the team for at least the remainder of the season.

Booster Clubs

The Booster Club's purpose is to support the program by conducting fundraisers so that they might honor the needs and requests of the program that they serve. There is District required paperwork and GUHSD Board approval needed every school year for a Booster Club to operate on behalf of any school sport or club. This paperwork is provided through the West Hills Finance Office. Please talk with your Coach or the Athletic Director to pursue more information regarding Booster Clubs. No fundraising on behalf of a school team or club may occur without this paperwork being complete and the Board granting approval.

Clearance Packets

All students will need to complete the Athletic Clearance process prior to participating in any sport. All Athletic Clearances are completed online. Detailed information can be found via West Hills Athletics website. Physical forms can be downloaded on the Athletics website and printed copies are available in the VP Secretaries' office. The physical is valid for one calendar year from the date of the physical exam.

Coaching Requirements

Head Coaches are hired by a group of individuals after the position has been advertised. Every attempt is made to hire the most qualified coach. Assistant and JV Coaches are hired by the Head Coach under the supervision of the Athletic Administration. All coaches must register at the district office where they are fingerprinted, TB tested, First Aid/CPR Trained, and must complete a coaching course offered by the NFHS as well as three required HR courses regarding mandated reporting, sexual harassment, and other legally required topics. Head Coaches are required to attend Pre and Post Season Conference meetings.

Cuts

West Hills encourages any student with a desire to compete to go out for a sport. While our coaches want to include as many students as possible, they will only take as many students as they can accommodate. Each coach will determine their own specifications and will conduct the tryout to select the most capable student for their particular team. THE COACH MAKES THE FINAL DECISION ON WHO WILL PARTICIPATE ON THEIR TEAM.

Dedication/Commitment

The student athlete must be willing to dedicate himself/herself to sports. Accomplishments come from hard work and a sincere desire to succeed. The athlete must work out of season as well as during the season to get better. He/She must be willing to sacrifice his/her own desires for the good of the team. Conflicts between activities are difficult on all groups. Please communicate with your coaches well in advance of the events. Learning to communicate effectively, prioritize, and accepting that sometimes we just can not get "everything we want" is part of growing up and life. If the student-athlete talks with their coach early and often, that is the best way to demonstrate dedication and commitment.

Early Release from Class

It is the responsibility of the athlete to communicate with their teachers before they depart for their athletic contest. Athletes should remind their teacher before class begins and do everything they can to not disrupt class. Athletes are responsible for any and all work and tests missed due to early release. It is an athlete's privilege to leave early and a teacher's choice to release a student. Please do not call the attendance office to excuse your athlete for a contest. All Early Release Lists go through the Head Coach and the Asst. Principal's office.

Eligibility

1. Course enrollment must be a minimum 4.5 5-unit courses within the school day throughout each grading period. Such enrollment will constitute satisfactory progress toward meeting the requirements for graduation. (Quarter school students must enroll in the equivalent number of courses per quarter; typically 11.25 of academic coursework.)
2. Conduct grades are included in eligibility requirements. Students may have no more than one(1) "U" issued in a reporting period. Note - two(2) or more "U"s must be from two(2) or more teachers to trigger ineligibility.

3. Maintain at least a 2.0 GPA on a 4.0 scale (unweighted)
4. Have no more than one "U" in conduct

*Students in the quarter system must be enrolled in at least 2 classes per quarter.

Academic Appeals

1. Probation for conduct may be granted to 9th, 10th, 11th, or 12th grade students.
2. Only one probation period may be granted per student per school year.
3. A 9th grade student will be entitled to a one time academic probation for grade point average (gpa) below 2.0 on a 4.0 scale. In addition, the same student may be allowed a separate, one time academic probation after their 9th grade year. This probation is not to be considered automatic. The probation will need to be approved by administration. Students who are on the Loss of Privilege list or have other behavior issues may not be approved for academic probation. Students who would want to apply for an appeal of academic ineligibility, for one grading period (6 weeks), must do so through the Asst. Principal's Office. You may appeal for more than one "U" in conduct one time per school year.

Equipment and Uniforms

Athletes shall assume responsibility for all equipment issued to them and are expected to pay for any abused or lost items. Fines will be issued and no equipment for future sports will be issued until equipment is turned in, or the fine is paid.

Hazing

Hazing is a direct violation of school rules and may result in an athlete's removal from the team. School disciplinary action will be taken. Violations include physical, verbal, and/or emotional varieties. Sexual harassment is hazing and is never acceptable. (Taunting, teasing, name calling, put-downs, body pats, slaps, etc).

Injuries

Coaches make every attempt to provide a safe environment to prevent injuries. An athletic trainer is available for consultation when on campus. Coaches are First Aid/CPR trained and always have the emergency cards with them. If an injury occurs, a coach should fill out an Accident Report Form within 24 hours. Forms are available in the Nurse's Office.

Leaving a Sport

A student cut from one sport may want to tryout for a second sport during the same season and are encouraged to do so. Students should contact the second coach

immediately as teams are formed quickly. A student that leaves a sport on their own after making the team will not be allowed to play another sport until that season is over.

Lettering Requirements

Varsity Letters are given at coach's discretion. Students must finish the season on Varsity, must have participated (as a player or spectator) in a minimum of 50% of Varsity Events (Practices and Games), and must finish the season in good standing (Conduct and Eligibility). Letters should be participation-based and not achievement-based. Students who leave, quit, or are removed from the team will not be eligible for a letter. Athletes must have an ASB sticker to receive a Letter award. The ASB sticker is purchased through the Finance Office for a nominal fee and is attached to the student ID card by the Finance office once purchased.

Non-Contact Period

CIF requires a two week window of time for families to receive a break from High School Sports. West Hills follows the suggested window that CIF provides each year.

Off-Season Workouts

CIF does not permit teams to work out as school teams during the off-season. Many opportunities are made available for athletes to sharpen their skills and develop their strength and conditioning through AAU, and other clubs or agencies. Out of season teams are not sponsored groups of West Hills. Participation in any of these programs will not be a factor in the making of the team for the following year. West Hills does not have direct oversight or control of any AAU or other club or agency athletics organization.

Social Media, Text/Picture Messages, and Networking

Athletes and parents are required to use social media, text/picture messaging, group chats, and networking sites in a positive, sportsmanlike manner reflecting the values of their team, school and the GUHSD. Assume nothing posted, exchanged, messaged, etc. on social media, group chats, text messages and/or other electronic platforms will be private. Inappropriate posts, messages, etc. relating to athletics - including but not limited to trash talking, taunting, profanity, hazing, harassment, or bullying - may be subject to review by Administration that can lead to individual, team, and/or school discipline. Only appropriate pictures should be posted and shared with the permission of the subjects in the photograph. Social media, group chats, text messaging apps, etc. are not a place to share negative coach, team, game, and/or school experiences.

Examples (not limited to these examples) of inappropriate and offensive behaviors concerning participation in online communities may include depictions or presentations of the following:

- Photos, videos, comments or posts showing the personal use or replication of alcohol, drugs and tobacco e.g., no holding alcoholic beverage cups, cans, shot glasses, clothing/hats with alcohol products or phrases, etc.
- Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
- Pictures, videos, comments or posts that condone drug-related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
- Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: derogatory comments regarding another institution; taunting comments aimed at a student-athlete, coach or team at another institution and derogatory comments against race and/or gender).
- No posts should depict or encourage unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, illegal drug use).
- Content online that would constitute a violation of recruiting (examples: commenting publicly about a prospective student-athlete, providing information related to sports wagering activities; soliciting impermissible extra benefits).

IV. COLLEGE ATHLETICS INFORMATION

Collegiate Athletic Scholarship Information

More often than not, young people have the dream of earning a college athletic scholarship. However, a student-athlete must be realistic in examining his/her own abilities. Playing college sports not only requires talent, but a great deal of dedication. For players who wish to continue playing after high school, there are several options.

The NCAA oversees college athletics. The NCAA membership includes 337 active Division I members, 290 active Division II members, and 435 active Division III members. Division I and Division II can offer athletic scholarships. Division III schools cannot, however, they can offer other kinds of financial aid. If you are interested in playing at Division I or II colleges, you must meet the NCAA guidelines explained in the [“Guide for the College-Bound Student-Athlete”](#) publication by the NCAA eligibility center.

NCAA Requirements

Before a student-athlete can play a sport or receive an athletic scholarship at Division I or II colleges, he/she must meet specific academic criteria as set forth by the NCAA.

Because the NCAA has such specific requirements, it is very important that athletes meet with their counselors as early as possible to obtain information on NCAA requirements and to make sure that they will have the courses necessary to satisfy NCAA requirements.

Athletes should take the ACT and the SAT no later than the spring of their junior year to have time to retake either test if necessary. In order to initiate the eligibility process, athletes need to complete the NCAA Clearinghouse Student Release Form. This form should be completed after the completion of the junior year. Forms and information are available from the student's counselor or Athletic Director. For more information please visit the [NCAA Eligibility Center](#).

V. CIF POLICIES FOR ATHLETES

CIF Ethics and Mission

It is the mission of the California Interscholastic Federation - San Diego Section (CIF-SDS) is to promote high standards of sportsmanlike and ethical behavior in and around athletic contests played under its sanction and in life, in general. Citizenship, Integrity, and Fairness are embodied in that mission. CIF and CIF-SDS contests must be safe, courteous, fair, controlled, and orderly for the benefit of all athletes, coaches, officials, and spectators. Behavior by all involved should manifest the highest standards of conduct at all times.

It is the intent of the section membership that poor sportsmanship, unethical behavior, and violence, in any form, will not be tolerated in athletic contests or practice. In order to enforce this policy, thy membership, through its Board of Managers, has established rules and regulations.

Coaches are expected to assume responsibility to teach and demand high standards of conduct of their athletes both on the field of play and in everyday life.

The CIF-SDS Board of Managers required that the following Code of Ethics be issued to and signed by each student-athlete, parent, coach, and officials' association as a guide to governing their behavior.

- Embrace the six pillars of Sixteen Principles of the Pursuing Victory With Honor program
- Be courteous at all times with school officials, opponents, game officials, and spectators
- Exercise self-control
- Be familiar with all rules of the contest
- Show respect for self, players, officials, coaches, and spectators
- Refrain from the use of foul and/or abusive language at all times
- Respect the integrity and judgment of game officials
- Abstain from the use of illegal and non-prescription drugs, anabolic steroids, alcohol, or any substance that is not approved by the United States Food and Drug Administration, Surgeon General of the United States, or the American Medical association
- Win with character; lose with dignity

Penalties for failure to submit a signed Code of Ethics are:

- Athletes: Ineligibility for participation in CIF-SDS Athletics
- Coach: Restricted from coaching CIF-SDS contests
- Officials' Association: Not approved to officiate in CIF-SDS

- Parent: Prohibition/Removal from attendance at CIF or CIF-SDS event

Physical Assault

Any student who physically assaults the person of a game or event official shall be banned from interscholastic athletics for the remainder of the student's eligibility. A game or event official is defined as a referee, umpire, or any other official assigned to interpret or enforce the rules of the competition at an event or contest. After a lapse of 18 calendar months from the date of the incident, the student-athlete may apply for reinstatement of eligibility to the State Executive Director.

Ejection From a Contest

Any person ejected from an act of unsportsmanlike conduct will be subject to the following penalty: The ejection from that contest and a six (6) game/match suspension (with the exception of football; football will be a three (3) game suspension).

Transfer Policy

The student transferring must Sit-Out until the designated date for each sport the athlete participates in. The student may practice but cannot compete in games until after the Sit-Out date, which is scheduled by CIF each year.

Note: If the student transfers after their new school's first contest, then their actual start date would be determined by the local CIF-Section Office.

Competing In Multiple Sports

A student-athlete may compete in two CIF sports during the same season. An example of this is when a student runs in a track meet on a Thursday and a volleyball game on Friday. Both coaches must agree before this arrangement is allowed. In addition, a student-athlete may compete in four sports during the school year, but no more than four. [For the 2020-21 school year, this may be changed due to the constantly changing evolution of the public health crisis and this article may be omitted by necessity].

Playing JV and Varsity

A student-athlete who plays on the JV level is eligible to play on the Varsity level. An example of this is when a JV baseball player plays in a JV baseball game on Tuesday and then plays on Wednesday in a Varsity baseball game. However, the athlete cannot return to the JV level until the next calendar week. He/she must finish out the week in Varsity competition. A student-athlete cannot go from JV to Varsity, and then back to JV in the same calendar week. If the student-athlete does not actually play in the Varsity game then he/she is still eligible for the JV level.

Playing on an Outside Team

A student on a high school team becomes ineligible if the student competes in a contest on an “outside” team, in the same sport, during the student’s high school season of sport. Tryouts for club teams during the high school season of sport are not permitted.

Professional or Collegiate Tryouts

An athlete cannot try-out for a professional or collegiate team from September 1 through June 25, each year, according to CIF.

Practice Requirements for Competition

Each individual student-athlete on any team must have had 10 days of practice before being allowed to compete in a game/match/meet.

***For further information on eligibility consult the [California Interscholastic Federation and San Diego Section Green Book](#) or the [CIF-SDS website](#).**



Organizations Contributing
to this Handbook

National Federation of State High
School Athletic Associations

www.nfhs.org

California Interscholastic Federation

www.cifstate.org

San Diego Section

www.cifsds.org

Grossmont Conference

www.guhsd.net/excurricular/athletics

West Hills High School

<http://wolfpack.guhsd.net>