



Wildwood School Athletics

Wildwood School Athletics Handbook 2017-2018

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I. Letter from the Directors

Dear Families,

This handbook is designed to provide helpful information about Wildwood School's Athletics Program. Within this handbook you will find procedures and policies pertaining to the responsibilities of coaches, players, families, and the school. It is imperative that we all understand our role and the importance we play in our student-athlete's lives. It is intended that competitive athletics at Wildwood School will develop within our student-athletes the qualities of leadership, commitment, and good judgment. Please read this handbook with care; we encourage families to review it together. While Wildwood encourages the development of individuals and respects the right of every student-athlete to his or her own opinion, we have established commonly accepted standards of behavior and communication for our athletics program to function at its best. You will find these standards in this handbook. Wildwood School expects that you will read them, understand them, and abide by them.

Wildwood School believes that respect for other people, honoring ones commitment, and practicing good sportsmanship are fundamental to the success of our athletics program. These, coupled with an attitude of cooperation and mutual understanding, make for an enjoyable and positive athletics experience. This is our goal for every student-athlete. We trust that all student-athletes will do their best to ensure this. It is our hope not only that student-athletes will learn much while participating in athletics at Wildwood School, but also that they will make life-long friends, grow in personal fortitude, and have a fun time while doing so.

Wildwood is a reflective institution and hence always evolving. Often, changes are made as our student body evolves and interests vary. Each year Wildwood's athletics staff reviews and revises the program and policies to reflect those changes. So even if you're a returning Wildwood student or parent, we encourage you to familiarize yourself with this handbook.

Thank you for taking the time to read through this important information and we look forward to supporting our student-athletes in healthy competition.

Sincerely,



Billy DuMone
Director of Athletics
bdumone@wildwood.org



Reo Sorrentino
Assistant Director of Athletics
rsorrentino@wildwood.org

II. Wildwood Athletics Mission Statement

Wildwood's Athletics Program embodies the mission of the K-12 school in developing individuals who are reflective, ethically grounded, and confident. The fields and courts are extensions of the Wildwood classroom where student-athletes learn the values of commitment, competition, and teamwork. Wildwood Wolves are taught to compete at the highest levels and play to win. Student-athletes hone their skills and learn the values of sportsmanship in a competitive environment.

Elementary School Athletics

The Wildwood elementary school program is an introduction to competitive athletics. It is a vehicle for developing life skills, sportsmanship, and athletic abilities in our students. Student athletes learn the values of time management, commitment, and teamwork. At the elementary level Wildwood offers a place on the team for anyone who signs up and can make the full commitment. Teams practice once a week and compete in the Coastal Canyon League, a league made up of Westside independent schools. The experience at the elementary level will prepare students for involvement in athletics at Wildwood's middle and upper school.

Middle School Athletics

At the middle school Wildwood offers various levels of competitive teams. Some sports have limited roster sizes and thus tryouts and cuts. However, each season Wildwood ensures there is at least one sport offering where any middle school athlete can compete and participate. Athletes are assessed at the beginning of the season and then placed at the appropriate level based on skill and understanding of the sport. Our program offers the opportunity for student-athletes to develop skills as well as enjoy the excitement of competition; athletes compete in the Pacific Basin League, a league made up of Westside independent schools.

Upper School Athletics

At the Upper School level Wildwood offers both Varsity and Junior Varsity teams that compete in the CIF sanctioned Coastal League, striving to advance in the CIF playoffs each year. Student-athletes try out for a team and earn a position based on their skill sets, understanding of a particular sport, and demonstrated commitment. Some sports have limited roster sizes and thus tryouts and cuts. However, each season Wildwood ensures there is at least one sport offering where any upper school athlete can compete and participate. Upper school student-athletes are taught to manage their time and take care of their health through a rigorous practice and competition schedule. A demonstrated work ethic, paired with their commitment to both their personal development as well as their teams', helps student-athletes to realize that excellence is achieved through hard work and collaboration.

III. FAQ's and General Information

Contact Information

- Athletics Director: Billy DuMone, (310) 478-7189, ext. 5034 or bdumone@wildwood.org
- Assistant Athletics Director: Reo Sorrentino, (310) 478-789, ext. 5008 or rsorrentino@wildwood.org

School Mascot

The Wildwood Wolf

School Colors

Blue, white, and silver

- **Where do I find information about the program?**

General athletics program information, results, news, and the athletics calendar can be found on the school website, www.wildwood.org. For locations to practices and games, news, and information, login to **My Wildwood**. Bi-weekly eNews, Facebook postings, and emails from the athletics department will keep you informed throughout the year.

- **How does my child sign-up for individual sports?**

Elementary School: An information email will be sent to parents in advance of the season, and the students will receive the information directly. Parents wanting to sign up their children should email athletics@wildwood.org.

Middle and Upper School: Prior to the beginning of each season students are given informational sheets about each sport offered. Sign-ups for sports are posted for one week prior to the beginning of the season in the Athletics Office. It is the student's responsibility to sign up for a sport.

- **When are team try-outs?**

At the middle and upper school, the first week of each season is a try out/assessment period and assignments are announced at the end of that week. There are no tryouts at the elementary school level.

- **How are teams created and athletes assessed?**

Elementary School: All athletes who sign up for elementary athletics are on the team. There are no assessments or level of team placement.

Middle School: Wildwood offers various levels of competitive teams. Some sports have limited roster sizes in order for that team to function at its highest level, thus there are tryouts and cuts. However, Wildwood ensures there is at least one sport offered per season where any athlete can compete and participate. The sports with roster limits are: volleyball, basketball, and tennis. Athletes are assessed at the beginning of the season by the coaching staff and then placed at the appropriate level based on skill and understanding of the sport. Cross-Country, soccer, track and field, swimming and golf are no-cut sports.

Upper School: Wildwood fields both competitive Junior Varsity and Varsity teams where athletes are assessed and placed on the appropriate team.

- **When are practices?**
Elementary teams practice one day a week on Mondays or Wednesdays. Middle school teams practice two to three times per week. The specific days and number of days of practice for middle school teams varies by sport. Upper school teams practice four times a week. All practices are held after the regular school day.
- **Where do teams practice?**
Elementary practices take place on Big Yard. Middle and upper school practices take place at Stoner Park field and gym, Cornerstone Baptist Church gym, West L.A. College, Oakwood Tennis Center, Brentwood Country Club, Rancho Park, The Plunge pool, Santa Monica High School, and Mar Vista Park.
- **How do athletes get to contests?**
Athletes are bused to all contests, except those played at Stoner Park, to which middle and upper school athletes will walk with the coaches. Athletes are bused back to Wildwood after games.
- **Are there additional fees?**
There are no additional fees for elementary and middle school athletics. There are occasional fees related to overnight trips that upper school teams take during the season. There is a fee for uniforms lost or returned unusable.
- **Are uniforms provided?**
Team uniforms are provided for athletes and must be returned at the end of the season. Uniforms include a top and bottom, as well as a practice jersey. Certain specialized equipment may be required and is purchased separately by the athlete (e.g. sport-specific shoes, shin guards, etc.)
- **Who do we compete against?**
Elementary School: Our teams compete against schools in the Coastal Canyon League (CCL). Members of the CCL include: Brawerman, Brentwood, Carlthorp, S.M. Montessori, Park Century, Turning Point, Village School, and Willows Community School.

Middle School: Our teams compete in the Pacific Basin League (PBL). Members of the PBL include: New Roads, Archer, Marlborough, Pacific Hills, Calvary Christian, Page, Turning Point, Westchester Lutheran, Westside Neighborhood School, Lighthouse Christian, Crossroads, Windward, St. Matthews, Brentwood School, and Willows.

Upper School: Our teams compete in the California Interscholastic Federation (CIF) sanctioned Coastal League. The CIF serves and controls interscholastic athletic activities of high schools in the state. As a member of the CIF, Wildwood agrees to abide by all of the state by-laws, rules, and regulations. Members of the Coastal League include: New Roads, Vistamar, Lennox Academy, Rolling Hills Prep, Pacific Hills, Hawthorne Math and Science, and California Academy of Math and Science.

- **How do parents get involved?**
The Wildwood Parent Organization (WWPO) has an Athletics Planning Committee that supports our athletics teams. Committee members identify 'team parents' for each sports team, arrange snacks and beverages, help with end-of-season celebrations, and coordinate the logistics of sporting events and parent volunteers. WWPO always welcomes parent volunteers.
- **What are the expectations of Wildwood Athletes?**
Athletes must adhere to the **Interscholastic Athletics Code of Conduct** and the **Team Expectations Contract** (which is distributed to and signed by all athletes and their parents). They must maintain their academic work to remain eligible to participate, and Wildwood athletes are expected to attend all practices and games.
- **What are Wildwood's hiring practices for coaches?**
Wildwood hires pedigreed coaches who have experience playing and/or coaching their sport. If an internal member of our community has such experience we first consider hiring from within. We then look to the outside community for qualified candidates.
- **Is my child exempt from Physical Education if they play a sport?**
At the elementary and middle school levels athletes are not exempt from Physical Education. It is Wildwood's philosophy that during these formative years much social and emotional growth takes place in physical education class and they need to experience this part of our curriculum.

Ninth grade athletes are exempt from their Wednesday Physical Education class. With upper school athletics the time commitment is greater and the demand on the body more strenuous so we allow for athletes **during their season** to be exempt from this class in order to support them in their academic work. Once their season ends they must return to physical education class.

IV. Wildwood Athletics Program

Sports Offerings*

Fall Season (Sept.-Nov.):

Elementary School Girls Basketball (5th grade only)

Middle School Girls Volleyball (roster size is capped)

Middle School Cross-Country (no limit to roster size)

Middle School Swimming (no limit to roster size)

Upper School Girls Indoor Volleyball (Junior Varsity and Varsity)

Upper School Cross-Country (no limit to roster size)

Upper School Boys Beach Volleyball (no limit to roster size)

Winter Season (Nov.-Feb.):

Elementary School Girls Volleyball (5th grade only)

Elementary School Boys Basketball (5th grade only)

Middle School Girls Soccer (no limit to roster size)

Middle School Boys Soccer (no limit to roster size)

Middle School Girls Basketball (roster size is capped)

Middle School Boys Basketball (roster size is capped)

Upper School Girls Soccer (no limit to roster size)

Upper School Boys Soccer (no limit to roster size)

Upper School Girls Basketball (Junior Varsity and Varsity)

Upper School Boys Basketball (Junior Varsity and Varsity)

Spring Season (Feb.-May):

Elementary School Coed Soccer (5th grade only)

Elementary School Coed Boys Volleyball (5th grade only)

Middle School Coed Tennis (roster size is capped)

Middle School Boys Volleyball (roster size is capped)

Middle School Track and Field (no limit to roster size)

Middle School Golf (no limit to roster size)

Upper School Golf (no limit to roster size)

Upper School Track and Field (no limit to roster size)

Upper School Swimming (no limit to roster size)

Upper School Girls Beach Volleyball (Junior Varsity and Varsity)

Upper School Boys Tennis (roster size is capped)

Upper School Boys Indoor Volleyball (no limit to roster size)

*All sports are dependent on sufficient student participation.

Expectations of Wildwood Elementary School Athletes

1. While the coaching staff views each student-athlete as an individual it is important to understand that everyone is part of the team. Playing time will be determined in the best interest of the team as a whole.
2. It is the goal of the Wildwood Athletics Department to create an environment at practices and competitions that allows all athletes to learn, develop skills, reach personal and team goals, and to enjoy the camaraderie of team involvement.
3. All student-athletes are required to be at all practices and to arrive on time. Generally the elementary commitment is one day a week. Practice will be held after school from 3:30-4:30 p.m. If athletes are unable to be at practice they MUST get permission from a coach PRIOR to practice or it will be considered an unexcused absence. Multiple unexcused absences may result in no longer being allowed to be a part of the team. COMMUNICATION IS KEY!
4. If a student-athlete becomes injured during a competition or practice, they must immediately inform one of the coaches. Student athletes are also responsible to notify their coaches if there are any injuries or important health issues that occur outside of practice or competition.
5. Student-athletes are expected to be mentally and physically prepared for each and every practice and game. All athletes should be dressed and ready to go on time for practice as well as competitions.
6. All team competitions and practices are listed on My Wildwood, Athletics. Athletes should familiarize themselves with the information and make sure all activities are scheduled on their and their family's calendars.
7. All players will have an equal opportunity to participate during the season regardless of their skill level.
8. Student-athletes are responsible for managing team responsibilities and classroom responsibilities. Student-athletes are responsible for completing all homework assignments, class assignments, or other school related projects as dictated by their classroom teacher deadlines.

Expectations of Wildwood Middle and Upper School Athletes

1. **Athletes are expected to be at all practices and contests.**
 - Practice days and times can vary by sport. Generally the upper school commitment is four days a week and the middle school commitment is three days a week.
 - Athletes will receive a schedule of practices and contests at the beginning of the season. Athletes and families are expected to familiarize themselves with the information and make sure all activities are calendared.
 - Athletes are expected to check their email daily as this is the main source of communication from the coaches and athletics directors.
 - If an athlete has an extenuating circumstance that would preclude them from making the above stated commitment please contact the athletics department to discuss.
2. If an athlete is knowingly unable to attend a practice or contest, they are expected to get permission from a coach prior to the absence or it will be considered unexcused. Multiple unexcused absences may result in loss of playing time or no longer being allowed to be a part of the team and/or future teams. (Refer to #5 of the Interscholastic Athletics Code of Conduct). Communication between athletes and coaches is critical.
3. Wildwood athletes are expected to be at school no later than noon in order to be eligible to compete in a contest that day.
4. Wildwood athletes are expected to adhere to the coach's decisions. While athletes are permitted to have input about the positions they play and events in which they participate, the final decision rests with the coaching staff. Playing time will be determined in the best interest of the team as a whole.
5. Wildwood athletes are expected to complete any class work missed due to early dismissal for competitions. It is the student-athlete's responsibility to communicate with their teacher in person or through email prior to the class period they will be missing.
6. Athletes who are in Senior Institute, with consent from their parents and the Athletics Department, are allowed to drive to competitions and practices. Athletes are expected to comply with all California DMV requirements and to follow all of the traffic laws of California. A completed driving form must be on file in the Athletics Office, with signed approval from parents, prior to being allowed to drive to practices or contests. Wildwood holds the right to revoke driving privileges of students. See the California Department of Motor Vehicles website: <http://www.dmv.ca.gov/portal/home/dmv.htm?lang=en>
7. Wildwood athletes are expected to notify his or her coach if there are any injuries or important health issues that occur during or outside of practice or competition.
8. Uniforms are issued at the start of the season and are each athlete's individual responsibility. Athletes are expected to wash and return their uniform at the end of the season. If they are not returned or returned deemed unusable, there will be a fee.
9. Athletes are expected to be dressed and ready to leave at the designated time for practices and competitions.
10. Athletes are expected to come to games and practices with a positive attitude. It is the goal of the Wildwood Athletics Department, to create a fun and instructive environment at practices and competitions that allow athletes to learn, develop skills, reach personal and team goals, and enjoy the camaraderie of team involvement.



Wildwood School Athletics

Athlete Contract

I have read, understand, and am choosing to adhere to the above expectations and team policies while an athlete at Wildwood School. I understand that the purpose of these philosophies and expectations are to help my team, my school, and myself. I realize that my attendance at practice is critical to my own improvement, as well as my teams. I know that I am responsible for directly communicating with my coaches.

Please sign and return this letter of commitment to the main office at elementary or the athletics office at middle/upper.

ATHLETE'S SIGNATURE _____

Date: _____

PARENT/GUARDIAN'S SIGNATURE _____

Date: _____

Interscholastic Athletics Code of Conduct for Middle and Upper School Athletes

1. California Interscholastic Federation (CIF) rules must be followed in all cases of eligibility, physical examinations, insurance coverage, starting dates, and use of equipment. Each coach has the responsibility to know, inform, and enforce CIF regulations in these matters.
2. Any conduct, including civil or penal law infraction, by a student athlete that is determined by the coaching staff and/or school administration to be detrimental to the athletics program, the school, or school community may result in a meeting with either the coaching staff, director/s of the middle or upper school, and/or director of athletics. Behaviors may result in the possible suspension from the team and/or school.
3. No athlete may quit one sport and then try out for another after the season has begun without the mutual consent of both coaches and/or the director of athletics.
4. A display of unsportsmanlike conduct toward the opponents, parents and fans, or toward an official will result in a meeting with the head coach, director of middle or upper school, and director of athletics. Behaviors may result in the possible suspension from the team.
5. Unexcused absences (i.e. family trips, doctor appointments unrelated to season of sport) from scheduled practices or games may result in the following:
 - 1st violation: a warning
 - 2nd violation: reduced participation in contests
 - 3rd violation: meeting with head coach, director of athletics, and director of middle or upper school with possible removal from the team.
6. The use or possession of illegal substances by athletic participants is prohibited. Such behavior may result in suspension from the team and may be grounds for suspension and/or expulsion from the school. (See Student Handbook.)
7. Student-athletes are responsible for timely completion of all academic work during their season of sport. Due to Wildwood's unique and comprehensive academic program, a collaborative effort between student, teacher, advisor, and coach will be used to monitor the student-athletes' academic status.
8. Senior Institute student-athletes who miss internship and/or community involvement due to an athletics competition must go to and remain in the library prior to departure for their competition.

Before any suspension provided under these rules shall take effect, the student and parent/guardian shall be advised of the situation, and the student will have an opportunity to explain or justify the action. Following, the coaching staff, director of athletics, and/or either the middle or upper school director will determine the appropriate course of action and will notify the student and parent/guardian.

Coaches Job Descriptions

Head Coach

Reports to: Athletics Director or Assistant Athletics Director

Basic Duty: Oversee all aspects of their team: practices, contests, communication, assistant coaches, players, and managers

Responsibilities

- Conduct a meeting with parents at the start of the season to go over expectations and philosophies.
- Send regular emails in order to have clear communication to the team and parents, giving updates on game and practice schedules.
- Take daily attendance for accountability and safety due to the use of public spaces. Use of a sign in and out procedure from practice and games.
- Be at all scheduled events as assigned by the athletics directors.
- Conduct themselves and their teams in a professional manner.
- Be familiar with and enforce Wildwood's Athletics Code of Conduct.
- Understand Wildwood's Habits of Mind and Heart as outlined in the Student Handbook to help foster Wildwood's mission.
- Document player evaluations during the assessment period.
- Obtain and train managers for your sport (as needed).
- Check in bi-weekly on the players' academic status with their advisors.
- Coordinate with coaching staff and athletics directors to administer discipline.
- Handle publicity for the sport with the best interest of the school in mind. Report highlights and scores immediately following contests to the assistant athletics director, communications and design manager, and the appropriate Athletics Liaison.
- Report any problems to the athletics director or assistant athletics director immediately.
- Upper school coaches are required to attend the end of the season All-League voting meetings.
- Upper school coaches must hold a current CPR certification. Coaches must also have the NFHS certification.
- At the close of each season, athletes, parents, and administrators will be evaluating the coaches using an online survey.

Equipment and Facilities

- Be responsible for care of equipment and facilities.
- Make sure that players understand their responsibility to the equipment issue program and rules for the care of their equipment.
- See that inventory is taken immediately after the season and that proper equipment is ordered for the following season.
- Assist the athletics directors in recovery of all equipment issued or proper replacement.

Safety

- Emphasize safety precautions and be aware of the best training and injury procedures.
- Keep your first aid cards up to date and file a copy with the athletics director.
- Make sure that ice/cold packs and a properly stocked first aid kit are taken to each practice and contest.
- Return medical kit at seasons end.
- Emergency cards must be carried in your first aid kit.
- Fill out the "Daily Injury Report" sheets as needed and turn them in to the athletics director immediately.
- Take attendance at every practice/contest.
- If an athlete is not at practice or a contest, and you expected them to be in attendance, IMMEDIATELY send a text to both Reo and myself. We always have our phones with us. We will contact their parents as needed.
- If you already know an athlete will be missing, and have communicated this understanding with their parents, you do not need to text us.
- For all email communication regarding attendance you should CC the parents and Reo and myself.

Professional Development

- Continually seek to upgrade your knowledge of the sport you are coaching by going to clinics and taking classes. You are encouraged to read and research in your sport field.

Assistant Coach

Reports to: Head Coach

Basic Duty: To assist the head coach in the implementation of the program of that sport.

Responsibilities:

- Be present at all practices and scheduled events for the team you coach and for other teams as assigned by the head coach.
- To perform all duties of supervision, maintenance of equipment, and care for athletic injuries as designated by the head coach.
- Enforce the Code of Conduct by reporting all incidents to the head coach.
- Report results and highlights the day of the contest to the communications and design manager and athletics director.
- Understand and implement the duties of the head coach in his/her absence and assist with those duties at all times.
- Attend assessment period and support head coach in conducting and completing player evaluation forms.
- Travel to and from practices and contests as designated by the head coach.
- At the close of each season athletes, parents, and administrators will be evaluating the coaches using an online survey.

Professional Development

- Continually seek to upgrade your knowledge of the sport you are coaching by going to clinics and taking classes. You are encouraged to read and research in your sport field.

Communication Protocol

We are very pleased that your child has chosen to participate in the Wildwood athletics program. Wildwood's goal is to provide our athletes with a positive experience. An essential ingredient is to ensure that effective lines of communication are developed to allow for resolution of questions and concerns before they become difficult issues. The purpose of this section is to delineate all expectations for those involved in the sports program: student-athletes, parents, and coaches. This section is intended to define all levels of communication so that athletes, parents, and coaches are aware of the steps to be taken to resolve anything they think is or might be an issue.

Coaches are professionals who make judgment decisions based on what they believe to be the best for the team's progress and the student-athletes themselves. At times it may be difficult to accept the fact that your child is not playing as much as you or your child would like. Wildwood invites you to remain positive and child-centered when discussing your child's experience. Wildwood teaches students to advocate for themselves and to find ways to problem-solve. We ask that you read and understand the coaches' roles and responsibilities.

Coach's Decisions

- Playing time
- Team strategy
- Play calling
- Matters concerning other student-athletes

Certain topics can be and should be discussed with your child's coach. In general, we ask that other topics, such as those labeled under "Coach's Decisions," be left to the discretion of the coach and athletics department.

There are some situations that may require a conference among the coach, the athlete, and the parent. It is important that participants bring a clear understanding of the other person's role and position. If this meeting with the coach does not provide a satisfactory resolution, the parent may call and set up an appointment with the athletics director or assistant athletics director. At this meeting the appropriate next steps and action plan can be determined as necessary.

Parent/Coach Relationship

Communication You Should Expect from Coaches:

- Philosophy
- Expectations the coach has for individual athletes
- Team goals
- Locations, times, and cancellations of all practices and contests
- Injury procedures
- Conduct code
- Equipment policy

Communication Coaches Expect from Parents:

- Notification of any schedule conflicts well in advance
- Clarification regarding coach's philosophy and/or expectations
- Health issues or concerns of student-athlete
- Concerns expressed directly to the coach

As your children become involved in the athletics programs at Wildwood they will experience some of the most rewarding and lesson-filled moments of their young lives. There will, undoubtedly, be times when things do not go the way your child wishes, such as playing time, communication style, and conflicting scheduling issues. The school looks at these times as opportunities for students to build resiliency and develop their Habits of Mind and Heart. Initially reaching out to the coach is the most effective way to check in, reflect, and create a plan for next steps, utilizing the Habit of Collaboration.

Guidelines to Address Concerns with Coaches

1. Have your son or daughter first talk with the coach about his/her concerns.
2. Parent/guardian to set up an appointment with the coach if resolution has not been achieved.
3. Do not approach a coach immediately before, during, or immediately after a contest or practice. Meetings at these times usually do not work well for the coach, the parent, or the player.
4. If the meeting with the coach did not provide a satisfactory resolution, set up an appointment with the athletics director and coaching staff. At this meeting the appropriate next step can be determined as necessary.

Since research indicates a student involved in co-curricular activities has a greater chance for success during adulthood, these programs have been established and encouraged. Many of the character traits required to be a successful participant are exactly those that will promote a successful life after school. We hope the information provided helps to make the Wildwood Athletics Program as enjoyable and as positive as possible for both you and your child. Thank you for your support.

Wildwood Practice and Game Facilities

Calvary Christian, (310) 573-0082
701 Palisades Drive
Pacific Palisades, CA 90272

McManus (Syd Kronenthal Park), (310) 839-0127
3459 McManus Ave.
Culver City, CA 90232

Pacific Palisades Park, (310) 454-1412
731 Alma Real Dr.
Pacific Palisades, CA 90272

Brentwood Country Club, (310) 451-8011
590 S Burlingame Ave, Los Angeles, CA 90049

Cornerstone Baptist Church Gym, (310) 477-4383
1903 S Barrington Ave, Los Angeles, CA 90025

Ken Hahn Park, (323) 298-3660
4100 S La Cienega Blvd, Los Angeles, CA 90056

Mar Vista Park, (310) 398-5982
11430 Woodbine Ave, Los Angeles, CA 90066

The Oakwood Tennis Facility, (310) 751-4545
4111 South Via Marina, Marina Del Rey, CA 90292

The Plunge Pool, (310) 253-6680
4175 Overland Ave Culver City, CA 90230

Rancho Park Golf Course, (310) 838-7373
2601 Motor Ave, Los Angeles, CA 90064

Santa Monica College, (310) 434-4000
1900 Pico Blvd. Santa Monica, CA 90405

Stoner Park Field and Gym, (310) 479-7200
1831 Stoner Ave, Los Angeles, CA 90025

West LA College, (310) 287-4200
9000 Overland Ave, Culver City, CA 90230

Willows Community School, (310) 815-0411
8509 Higuera Street, Culver City, CA 90232



Wildwood School Athletics

Athletics Driving Policy Form

Athletes of the appropriate age, with a valid driver's license and proof of insurance, and in good standing with the school, are permitted to drive to athletics events with the express permission of their parent and/or guardian and they are in compliance with all laws and regulations as set forth by the California Department of Motor Vehicles (DMV). This includes practices and games.

By signing this permission form, you, the parent and/or guardian, are communicating with Wildwood School that your child will follow all driver license restrictions as stated by the California (DMV). The most current information on DMV restrictions and requirements can be obtained at <http://www.dmv.ca.gov/portal/home/dmv.htm>.

Once received, this form will be kept on file for the remainder of the school year for those athletes who participate during one or more sport season.

An athlete who has parental and/or guardian permission to drive to an event must also receive permission from their coach to do so. This form does not in any way automatically allow the athlete to drive. The athlete must communicate with their coach **PRIOR** to driving to the event and **EVERY TIME** they desire to do so.

If you choose to allow your child to drive and/or be driven for athletics purposes both you and your child must sign and date this form and return it to the Athletics Office.

Print Name of Parent or Guardian

_____ Date: _____
Signature of Parent or Guardian

Print Name of Student

_____ Date: _____
Signature of Student



Wildwood School Athletics

Waiver of Liability Form

Participant's name: _____ Age: _____
Print Name of Student

Waiver of Liability, Assumption of Risk, and Indemnity Agreement

Waiver: In consideration of being permitted to participate in Wildwood Athletics hereinafter called "The Activity," I, for myself, my heirs, personal representatives or assigns, do hereby release, waive, discharge, and covenant not to sue Wildwood School, its officers, employees, and agents from liability from any and all claims including the negligence of Wildwood School, its officers, employees and agents, **resulting in personal injury, accidents or illnesses (including death), and property loss arising from, but not limited to, participation in The Activity.**

Signature of Parent/Guardian of Minor

Date

Signature of Participant

Date

Assumption of Risks: Participation in The Activity carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. The specific risks vary from one activity to another, but the risks range from 1) minor injuries such as scratches, bruises, and sprains 2) major injuries such as eye injury or loss of sight, joint or back injuries, heart attacks, and concussions to 3) catastrophic injuries including paralysis and death.

I have read the previous paragraphs and I know, understand, and appreciate these and other risks that are inherent in The Activity. I hereby assert that my participation is voluntary and that I knowingly assume all such risks.

Indemnification and Hold Harmless: I also agree to INDEMNITY AND HOLD Wildwood School HARMLESS from any and all claims, actions, suits, procedures, costs, expense, damages and liabilities, including attorney's fees brought as a result of my involvement in The Activity and to reimburse them for any such expenses incurred.

Severability: The undersigned further expressly agrees that the foregoing waiver and assumption of risks agreement is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Acknowledgement of Understanding: I have read this waiver of liability, assumption of risk, and indemnity agreement, fully understand its terms, and **understand that I am giving up substantial rights, including my right to sue.** I acknowledge that I am signing the agreement freely and voluntarily, and **intend by my signature to be a complete and unconditional release of all liability to the greatest extent allowed by law.**

Signature of Parent/Guardian of Minor

Date

Signature of Participant

Date



Wildwood School Athletics

Uniform/Equipment Distribution Policy Form

Date: _____

Sport: _____

Coach: _____

_____ is a member of the _____ team and has been distributed the following uniform/equipment which is to be returned at the end of the season.

Uniform #: _____

Bag #: _____

Size shirt: _____

Size shorts: _____

Miscellaneous: _____

I assume all responsibility for the items I am assigned for the sport of _____ for the 2017-2018 season. I will return the above items I am assigned by the coach in the same or better condition than when I received them. I realize that all uniforms should be washed before they are returned. I agree to pay \$25 to the athletics department at the end of the season for each item not returned or ruined through lack or care.

I realize that I represent my team and Wildwood School at all times and that wearing a Wildwood uniform is a privilege. I will demonstrate respect for my school, my coaches, and my teammates by taking care of my school issued uniform and equipment and by behaving appropriately as a Wildwood athlete.

Athlete's Signature

Print Name

Parent's Signature

Print Name

V. Medical Information

Emergency and Injury Procedures for Athletics

Assess situation and discern if it is critical or non-critical:

1. Critical Injuries
 - Call 911 immediately
 - Conduct first-aid procedures as necessary until emergency personnel have arrived
 - If there is evidence of a head, neck or back injury, do not move the player
 - Contact the athletics director
 - Contact parents/guardians
 - Complete an Injury Report Form
2. Non-Critical Injuries
 - Treat at school and/or at site of incident
 - Complete Injury Report Form
 - Contact the athletics director
 - Contact parents/guardians (as needed)

Return to Play Policy

- Student-athletes who are unable to participate due to an injury, whether it occurred away from a school practice or game, or during a school sanctioned event, are required to report it to his or her coaches. The coaching staff and student-athlete will address the best form of treatment and plan accordingly. All injured student-athletes are expected to report to practice unless instructed otherwise.
- Any student-athlete who has been held out of participation due to injury by the coaching staff or parent/guardian may only return to activity after being evaluated and cleared by the coaching staff and/or parent or guardian.
- If a student-athlete is injured and requires the medical attention of a doctor or emergency personnel, he/she must provide written documentation from their physician to return to play. This information must include a diagnosis, practice and/or competition disposition, length of disability, and any specific treatment protocols.

Concussion Information for Coaches/Athletes/Parents/Guardians

The State California Interscholastic Federation (CIF) Federated Council passed Bylaw 313 that now requires a signed medical release before a student-athlete who is suspected to have sustained a concussion can return to play. The following information comes from the CIF website.

CIF Bylaw 313 Play It Safer

A student-athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time for the remainder of the day. A student-athlete who has been removed from play may not return to play until the athlete is evaluated by a licensed health care provider who is trained in the evaluation and management of concussion, and receives written clearance to return to play from that health care provider.

- What is a concussion?
A concussion is a brain injury that:
 - Is caused by a blow to the head or body, hitting a hard surface such as the ground or floor, or being hit by a piece of equipment such as a bat or tennis racket.
 - Can change the way your brain normally works.
 - Can range from mild to severe.
 - Presents itself differently for each athlete.
 - Can occur during practice or competition in ANY sport.
 - Can happen even if you do not lose consciousness.

- What are the symptoms of a concussion?
You can't see a concussion, but you might notice some of the symptoms right away. Other symptoms can show up hours or days after the injury. Concussion symptoms may include:
 - Amnesia
 - Confusion
 - Headache
 - Loss of consciousness
 - Balance problems or dizziness
 - Double or fuzzy vision
 - Sensitivity to light or noise
 - Nausea (feeling that you might vomit)
 - Feeling sluggish, foggy, or groggy
 - Feeling unusually irritable
 - Concentration or memory problems (forgetting game plays, facts, meeting times, etc.)
 - Slowed reaction time

Note: Exercise or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games may cause concussion symptoms (such as headache or tiredness) to reappear or get worse.

- What is the treatment of a concussion?
 - Bed rest, fluids, and a mild pain reliever such as acetaminophen (Tylenol) may be prescribed.
 - After initial treatment, the patient will be referred for follow-up care to their primary care doctor or a specialist, such as a neurologist. It is important to keep these appointments, particularly because some of the more subtle problems of concussion (memory deficits, personality changes, and changes in cognition) may not be apparent at the time of the initial injury.
- What can happen if my child keeps on playing with a concussion or returns too soon?
Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents, and students is the key for student-athletes' safety.
- What should you do if you think your child has suffered a concussion?
Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without written medical clearance. Close observation of the athlete should continue for several hours. The new CIF Bylaw 313 requires the consistent and uniform implementation of long and well-established return-to-play concussion guidelines that help ensure and protect the health of student-athletes.

IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON. WHEN IN DOUBT, GET CHECKED OUT.

For more information and resources, visit www.cdc.gov/concussion/ and http://cifstate.org/sports-medicine/handbook/Sports_Medicine_Handbook_4th_Edition_March_31_2011.pdf.



Wildwood School Athletics

Medical Treatment Expenses Form

(Fill out ONLY if you do not carry health insurance)

Sport: _____

Date: _____

Student name: _____

I agree to reimburse Wildwood School for any expenses paid by a representative of Wildwood School or host organization for medical or dental treatment (including emergency treatment, hospitalization, and surgery), on behalf of the above-named student while he/she is participating in the above program.

OR

I agree to reimburse Wildwood School for any expenses paid by a representative of Wildwood School or host organization for medical or dental treatment (including emergency treatment, hospitalization, and surgery), for any unforeseen medical treatment I may require while participating in the above program. By signing this form, I am authorizing a representative of Wildwood School to make a decision on my behalf only in the event of an emergency, should I not be conscious at the time authorization for emergency medical treatment is required.

Signature: _____

Print name: _____

Relationship to student: _____

Home address (please PRINT): _____

Home phone: _____



Wildwood School Athletics

Injury Report Form (Page 1 of 2)

Student name _____	Grade _____ () Male () Female
Date of injury _____	Time of injury _____

Days absent: () Not Absent () Less than 1/2 day () 1 day
 () 1 1/2 - 2 days () 2 1/2 - 3 days () Other

First-Aid given: _____ Ice _____ Washed wound _____ Kept immobile _____ Observed
 _____ Stopped bleeding _____ Applied splint _____ Applied dressing _____ Other

Explain: _____

Body part injured:

<u>Head</u>	<u>Trunk</u>	<u>Extremities</u>	<u>Other</u>
<input type="checkbox"/> Ear	<input type="checkbox"/> Abdomen	<input type="checkbox"/> Ankle	_____
<input type="checkbox"/> Eye	<input type="checkbox"/> Back	<input type="checkbox"/> Elbow	_____
<input type="checkbox"/> Face	<input type="checkbox"/> Chest	<input type="checkbox"/> Finger	_____
<input type="checkbox"/> Head	<input type="checkbox"/> Groin	<input type="checkbox"/> Foot	_____
<input type="checkbox"/> Neck	<input type="checkbox"/> Shoulder	<input type="checkbox"/> Hand	_____
<input type="checkbox"/> Scalp	<input type="checkbox"/> Trunk	<input type="checkbox"/> Hip	_____
		<input type="checkbox"/> Knee	_____
		<input type="checkbox"/> Lower arm	_____
		<input type="checkbox"/> Lower leg	_____
		<input type="checkbox"/> Thumb	_____
		<input type="checkbox"/> Toes	_____
		<input type="checkbox"/> Upper arm	_____
		<input type="checkbox"/> Upper leg	_____
		<input type="checkbox"/> Wrist	_____

Type of injury suspected: Laceration/Abrasion Bruise/Contusion Burn
 Sprain/Strain Dislocation Surface cut/Scratch
 Fracture Concussion Other: _____

Action taken: Parent took home Parent took to doctor
 Returned to class Returned to ER
 Transfer to hospital Time spent in nurse's office
 Called 911 Other: _____

Explanation of accident: Collision with person Collision with obstacle
 Hit with object Injury to self
 Fall _____ Height of fall Other: _____

Accident location: Classroom Playground Big Yard/Field Field Trip
 Stairs Hallway All School Meeting *Location:* _____
 Before School After School P.E. Class _____

Surface: Blacktop Dirt Sand
 Carpet Pea gravel Synthetic surface
 Concrete Grass Rubber tile
 Mats Wood products Other: _____
 Depth of loose fill material

- Activity:**
- | | | | | |
|----------------------|--------------------------|---------------------|--------------------|------------------------|
| 1. Baseball/Softball | 6. Fighting | 11. Playing on bars | 16. Soccer | 21. Walking |
| 2. Basketball | 7. Flag/Touch Football | 12. Running | 17. Swinging | 22. Climbing structure |
| 3. Bicycling | 8. Jumping | 13. Rough housing | 18. Throwing rocks | 23. Other _____ |
| 4. Climbing | 9. Kickball | 14. Sliding | 19. Track/Field | _____ |
| 5. _____ | 10. Playground equipment | 15. Free play | 20. Volleyball | _____ |



Wildwood School Athletics

Injury Report Form (Page 2 of 2)

Equipment:

Was playground equipment involved in injury? Yes No

Describe which piece of playground equipment was involved:

IF YES, (a) Did equipment appear to be used appropriately? Yes No

(b) Was there any apparent malfunction of equipment? Yes No

Describe:

Describe specifically how the injury happened: _____

Signed: _____
(Person filing report)

Signed: _____
(School Director)

VI. NCAA Clearinghouse Information

NCAA ELIGIBILITY CENTER QUICK REFERENCE GUIDE



Divisions I and II Initial-Eligibility Requirements

Core Courses

- **NCAA Division I requires 16 core courses. NCAA Division II currently requires 14 core courses.** Division II will require 16 core courses for students enrolling on or after August 1, 2013. See the charts below.
- **NCAA Division I will require 10 core courses** to be completed **prior to the seventh semester** (seven of the 10 must be a combination of English, math or natural or physical science that meet the distribution requirements below). These 10 courses become "locked in" at the seventh semester and cannot be retaken for grade improvement.
 - *Beginning August 1, 2016, it will be possible for a Division I college-bound student-athlete to still receive athletics aid and the ability to practice with the team if he or she fails to meet the 10 course requirement, but would not be able to compete.*

Test Scores

- **Division I** uses a sliding scale to match test scores and core grade-point averages (GPA). The sliding scale for those requirements is shown on Page No. 2 of this sheet.
- **Division II** requires a minimum SAT score of 820 or an ACT sum score of 68.
- The SAT score used for NCAA purposes includes **only** the critical reading and math sections. The writing section of the SAT is not used.
- The ACT score used for NCAA purposes is a **sum** of the following four sections: English, mathematics, reading and science.
- **When you register for the SAT or ACT, use the NCAA Eligibility Center code of 9999 to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency. Test scores that appear on transcripts will not be used.**

Grade-Point Average

- **Be sure** to look at your high school's List of NCAA Courses on the NCAA Eligibility Center's website (www.eligibilitycenter.org). Only courses that appear on your school's List of NCAA Courses will be used in the calculation of the core GPA. Use the list as a guide.
- **Division I** students enrolling full time **before August 1, 2016**, should use Sliding Scale A to determine eligibility to receive athletics aid, practice and competition during the first year.
- **Division I** GPA required to receive athletics aid and practice on or after August 1, 2016, is 2.000 (corresponding test-score requirements are listed on Sliding Scale B on Page No. 2 of this sheet).
- **Division I** GPA required to be eligible for competition on or after August 1, 2016, is 2.300 (corresponding test-score requirements are listed on Sliding Scale B on Page No. 2 of this sheet).
- **The Division II** core GPA requirement is a minimum of 2.000.
- Remember, the NCAA GPA is calculated using NCAA core courses only.

DIVISION I 16 Core Courses

- 4 years of English.
- 3 years of mathematics (Algebra I or higher).
- 2 years of natural/physical science (1 year of lab if offered by high school).
- 1 year of additional English, mathematics or natural/physical science.
- 2 years of social science.
- 4 years of additional courses (from any area above, foreign language or comparative religion/philosophy).

DIVISION II 16 Core Courses (2013 and After)

- 3 years of English.
- 2 years of mathematics (Algebra I or higher).
- 2 years of natural/physical science (1 year of lab if offered by high school).
- 3 years of additional English, mathematics or natural/physical science.
- 2 years of social science.
- 4 years of additional courses (from any area above, foreign language or comparative religion/philosophy).

Sliding Scale A		
<i>Use for Division I prior to August 1, 2016</i>		
NCAA DIVISION I SLIDING SCALE		
Core GPA	SAT	ACT
	Verbal and Math ONLY	
3.550 & above	400	37
3.525	410	38
3.500	420	39
3.475	430	40
3.450	440	41
3.425	450	41
3.400	460	42
3.375	470	42
3.350	480	43
3.325	490	44
3.300	500	44
3.275	510	45
3.250	520	46
3.225	530	46
3.200	540	47
3.175	550	47
3.150	560	48
3.125	570	49
3.100	580	49
3.075	590	50
3.050	600	50
3.025	610	51
3.000	620	52
2.975	630	52
2.950	640	53
2.925	650	53
2.900	660	54
2.875	670	55
2.850	680	56
2.825	690	56
2.800	700	57
2.775	710	58
2.750	720	59
2.725	730	59
2.700	730	60
2.675	740-750	61
2.650	760	62
2.625	770	63
2.600	780	64
2.575	790	65
2.550	800	66
2.525	810	67
2.500	820	68
2.475	830	69
2.450	840-850	70
2.425	860	70
2.400	860	71
2.375	870	72
2.350	880	73
2.325	890	74
2.300	900	75
2.275	910	76
2.250	920	77
2.225	930	78
2.200	940	79
2.175	950	80
2.150	960	80
2.125	960	81
2.100	970	82
2.075	980	83
2.050	990	84
2.025	1000	85
2.000	1010	86

For more information, visit the NCAA Eligibility Center website at www.eligibilitycenter.org.

Sliding Scale B			
<i>Use for Division I beginning August 1, 2016</i>			
NCAA DIVISION I SLIDING SCALE			
GPA	GPA	SAT	ACT
for Aid and Practice	for Competition		Sum
3.550	4.000	400	37
3.525	3.975	410	38
3.500	3.950	420	39
3.475	3.925	430	40
3.450	3.900	440	41
3.425	3.875	450	41
3.400	3.850	460	42
3.375	3.825	470	42
3.350	3.800	480	43
3.325	3.775	490	44
3.300	3.750	500	44
3.275	3.725	510	45
3.250	3.700	520	46
3.225	3.675	530	46
3.200	3.650	540	47
3.175	3.625	550	47
3.150	3.600	560	48
3.125	3.575	570	49
3.100	3.550	580	49
3.075	3.525	590	50
3.050	3.500	600	50
3.025	3.475	610	51
3.000	3.450	620	52
2.975	3.425	630	52
2.950	3.400	640	53
2.925	3.375	650	53
2.900	3.350	660	54
2.875	3.325	670	55
2.850	3.300	680	56
2.825	3.275	690	56
2.800	3.250	700	57
2.775	3.225	710	58
2.750	3.200	720	59
2.725	3.175	730	60
2.700	3.150	740	61
2.675	3.125	750	61
2.650	3.100	760	62
2.625	3.075	770	63
2.600	3.050	780	64
2.575	3.025	790	65
2.550	3.000	800	66
2.525	2.975	810	67
2.500	2.950	820	68
2.475	2.925	830	69
2.450	2.900	840	70
2.425	2.875	850	70
2.400	2.850	860	71
2.375	2.825	870	72
2.350	2.800	880	73
2.325	2.775	890	74
2.300	2.750	900	75
2.275	2.725	910	76
2.250	2.700	920	77
2.225	2.675	930	78
2.200	2.650	940	79
2.175	2.625	950	80
2.150	2.600	960	81
2.125	2.575	970	82
2.100	2.550	980	83
2.075	2.525	990	84
2.050	2.500	1000	85
2.025	2.475	1010	86
2.000	2.450	1020	86
	2.425	1030	87
	2.400	1040	88
	2.375	1050	89
	2.350	1060	90
	2.325	1070	91
	2.300	1080	93