

Grosse Ile Township School Coaches' Guidebook



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Grosse Ile Township Schools Coach's Guidebook

INTRODUCTION & PHILOSOPHY



I want to take a moment and thank you for your willingness to serve Grosse Ile Township Schools and its student-athletes by serving as a member of its coaching staff. It is a great honor to lead and serve such a great group of individuals.

The coach's guidebook has been designed to better inform the coaches of the information necessary to run a smooth athletic team, which will in turn help with running a smooth athletic department. My philosophy is that well informed coaches are happy coaches, and we want you to be happy and excited about serving and investing into the lives of the student-athletes and their parents.

Some of the rules and practices are necessary simply for the smooth and efficient operation of the school. Others are guidelines to personal conduct, the building of character, the forming of good habits and the rounding out of a student's education.

I want you to know that you can come to us at anytime with questions of concern, inquiry, or advice. We will do our best to help you in any way that we can. You can contact us any anytime.

Athletics play an important role in developing healthy bodies, growth in wholesome interpersonal relationships, maturity in handling pressures and living with success and failure. In order to take advantage of these benefits Grosse Ile Township Schools offers a wide variety of sports for its students.

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Grosse Ile Schools Mission

The mission of the Grosse Ile Township Schools, in cooperation with students, parents and community, is to teach the knowledge, skills, and behaviors necessary for every student to lead a successful life. (BOE Policy 2105)

Purpose of Athletics

The athletic program shall serve as a potential educational media through which optimum growth - physical, mental, emotional, social, and moral - of the participants will be fostered. The athletic program shall provide well-planned and well-balanced interscholastic athletic activities for as many boys and girls as possible, consistent with available facilities, personnel, and financial support. The athletic program shall be concerned with the total development of the student and shall promote competitive

activity as a portion of the total educational program. The athletic program shall be planned so as to present a minimum amount of interference with the academic program. The athletic program shall have a three-fold value: for the participants, for the student body, and for the community. The athletic program shall be organized in a manner most consistent with needs, interest, maturity, and abilities of the student. The athletic program shall provide an educational activity with professional leadership, established educational objectives, and acceptable standards of behavior. (Athletics Handbook, 19)

Philosophy of Athletics

The Athletic Program is an integral part of the extensive extracurricular offerings found at Grosse Ile Township Schools. The Athletic Program offers students a wide variety of opportunities to participate in interscholastic competition. Athletics, like all other extracurricular activities, must fulfill the proper role in the total educational program. It is a privilege, not a right, to represent Grosse Ile Township Schools in athletic competition.

As with other parts of the district's educational program, athletics are governed by the policies of the Board of Education, and all students have an equal opportunity to compete for positions on the athletic teams. Athletic opportunities are available to all, not just a few, and every attempt will be made to encourage as many students as possible to share in the benefits of athletic competition and participation. The athletic program will only succeed when it has the support of the community, parents and students. To merit this support, our athletes must demonstrate good behavior in both school and the community.

When an athlete chooses to participate on a team sport, she/he assumes a role on that team. Many people work together to achieve several common goals. Each person has a specific job. Some will be starters, others will be substitutes, and still others will be practice players. An athlete's role on that team may change throughout the season, based on work habits, attendance, improvement of skills, readiness to play when called, and demonstration of an appropriate attitude at practice and during the game. The coach determines what role an individual will play in the best interest of the team. This is the coach's job. Each athlete will be provided with an opportunity to share in the team's success or failure. In order to participate, an athlete must be willing to assume his/her role on the team.

At the middle school level, every effort is made to spark student interest in athletic participation and competition. As many students as possible are kept on each team. The focus is on learning the fundamentals and the enjoyment of participation. This philosophy is carried through to high school; however, athletes and their parents must understand that the philosophy is different at the more competitive high school level. When competing against other schools at the varsity level, every effort — within the guidelines of good sportsmanship and fair play — will be made to win.

At each level the coaching staff makes decisions based on team needs. The coach employs the team approach. Coaches are willing to spend many hours preparing for competition in order to field the best team possible. Player participation in competition is not guaranteed, but is earned through effort and the development of skills. Participation at the freshman and junior varsity level, does not guarantee you a spot on the varsity team. Athletes who have participated previously on a varsity team are not guaranteed a spot on the varsity team for the next season. Teams are selected at the start of every athletic season. (Athletic Handbook, 19)

Mission of Athletics

Exists to help student-athletes pursue and develop their athletic passion in an academic setting.

Transformative Principles

Red Devil Legacy

- **RESPECTFUL** - Treat others with dignity, value all voices, and show integrity in how you learn, lead, and compete.
- **RESPONSIBLE** - Own your actions, honor your commitments, and strive for excellence in all you do.
- **RELENTLESS** - Pursue growth with grit, push through challenges, and give your best—always.

“Respect builds culture. Responsibility drives success. Relentlessness defines us.”

Athletic Team Offerings for Grosse Ile Township Schools

Fall

1. High School
 - Boys’ Cross Country, Girls Cross Country, Sideline Cheer, Football, Girls’ Golf, Boys’ Soccer, Volleyball, Sailing
2. Middle School
 - Boys’ Cross Country, Girls’ Cross Country; Football, Volleyball, Sideline Cheer

Winter

1. High School
 - Boys’ Basketball, Girls’ Basketball, Competitive Cheer, Wrestling, Figure Skating, Ice Hockey
2. Middle School
 - Boys’ Basketball, Girls’ Basketball, Competitive Cheer, Wrestling

Spring

1. High School
 - Boys’ Baseball, Boys’ Golf, Girls’ Soccer, Softball, Boys’ Track & Field, Girls’ Track & Field, Clay Target, Crew
2. Middle School
 - Boys’ Baseball, Girls’ Softball, Boys’ Track & Field, Girls’ Track & Field

Grade Level Goals and Objectives

Middle School (7th, 8th grade)

1. Emphasize skills and fundamentals
2. Learn teamwork – rules, regulations, discipline and good sportsmanship
3. Encourage as many students as possible to participate
4. Grant everyone at this level the opportunity to play in games, provided they attend games, practices, are academically eligible and display a proper attitude.
5. The Huron League have sport specific rules (See Middle School Sport Specific Rules).

Junior Varsity (primarily grade 9, 10 and 11)

1. J.V. teams are the last stepping-stone for preparation for varsity teams
2. Build on fundamentals and sharpen skills
3. Emphasize playing time in relationship to student's ability and skills
4. Increase the number of games and practices
5. Instill the students' need to be more responsible, disciplined, and dedicated
6. Encourage participants to attend camps, open gyms and off-season conditioning.

Varsity

1. Represents the most-skilled athletes in that sport
2. Impose try-outs and cuts
3. Select players based on their athletic skill, attitude and dedication to the sport
4. Recognize that the goal of winning the game becomes a higher priority on the varsity level
5. Base playing time on skill level with attitude, desire, commitment being very important
6. Accept that more is expected from our varsity players:
 - a. example to younger players
 - b. academic leadership
 - c. positive attitude
 - d. commitment to school
7. Participate in team camps
8. Encourage players to attend other camps, open gyms and off-season conditioning

Athletic Affiliations

1. Huron League – Grosse Ile Township Schools is a member of the Huron League. The HL determines our league schedule for our varsity and junior varsity teams. Varsity players have the ability to earn all-conference honors through the Huron League.
2. MHSAA – Michigan High School Athletic Association is an organization that has its own code of rules and regulations for high school level of competition.

Coaching Positions - Head Coaches

Each varsity coach is responsible for their specific program. They will be included in the organization of coaches under them, planning of practice skills, drills, plays, etc. We desire that our middle school programs become a feeder system to our high school programs.

Varsity coaches are required to be members of their sport's coaches' association.

Coaches are responsible to the Athletic Director for budget needs. It is the coach's responsibility to make their needs known to the Athletic Director. Items purchased without previous permission may not be reimbursed.

At the completion of the season all high school head coaches will be required to turn in the season summary sheet and officials' ratings.

All group communication you feel is important for the athletic department to be aware of should be forwarded to the athletic director so it can be filed in the team's season notebook. This notebook is a source of information for the athletic department so they can help families with questions about the teams.

Coaching Positions - Assistant Coaches

The head coach selects assistant coaches. The athletic director must approve them through the GITS clearing process. Assistant coaches must fill out the coach's application and have the fingerprint or iChat background completed dependent on whether they are a paid coach or volunteer. They may not work with the team alone until the application and background check has been completed. This is a requirement for off-season work as well.

Varsity assistants and junior varsity head coaches must complete the MHSAA requirements.

Coaching Positions – Middle School

GITS encourages the varsity head coach to be a part of the hiring process of middle school coaches when possible. We also encourage the varsity coach to pass down their philosophy to be used at that level with level appropriate materials.

COACHING TOPICS – Alphabetical Order

Articles - Website

Each high school team is encouraged to submit an article for contests they compete in. This can be done by emailing your article to the athletic department of your contest and the athletic department will post it on the athletic website. These articles will be posted on gireddevils.org and on social media platforms.

Athletic Awards

Types of Awards

1. Varsity Letter, Pin, Bar – First-time varsity award winners will receive a chenille letter and pin insert. For subsequent varsity awards, athletes will only receive a pin insert. All awards will be distributed at a culminating end of season dinner/gathering.
2. Junior Varsity – Award winners will be recognized with a certificate of participation at their end of season gathering by the coach.
3. Iron Devil Award – The Iron Devil Award is given to any senior that completed all 12 athletic calendar season.
4. Senior Athlete Award – Senior Athlete Award is given to any senior that earned five or more varsity letters.
5. All-Conference – All-Conference honors are given out by season in the sports in which we compete in a conference.
6. All-State – All state honors are given by coaches' associations or earned in competition depended on the sport.

Varsity Letters

1. Varsity letters are received by the student-athlete for fulfilling the requirements provided by the head coach for the specific sport and participation in the MHSAA playoffs.

2. If a student-athlete is injured before fulfilling the requirements to receive a varsity letter, a letter may be awarded as decided by the head coach and athletic department.

Attendance – School/Practice/Games

School

1. On the day of competition, athletes must attend a full day of classes in order to participate. Any exemptions due to extenuating circumstances require prior written approval from the athletic director or administration (Athletic Handbook, 21)
2. On practice days, athletes must attend a full day of classes in order to participate. Students with unexcused absences will not be able to participate. Any exemptions due to extenuating circumstances require approval by the athletic director or principal.
3. If a student is suspended from school, they may not attend practice or games for the day(s) of suspension (Athletic Handbook, 21)
4. Excessive absences whether excused or unexcused may lead to reduction of participation time.

Practice attendance

1. We believe in the phrase “practice is important”, and it is especially true in athletics. Athletes cannot improve in any sport or any aspect of life without hard work and practice. Therefore, the coaching staff should not tolerate absences from practice unless there is a family emergency or prior arrangements have been made with the coach. If an athlete is going to be absent from a practice, it is the athlete’s responsibility to personally inform the coach. Continued unexcused absenteeism may result in suspension from the team.
2. If an athlete comes into practice late – he/she will be dealt with individually by the head coach.

Game attendance

1. As an athlete, a commitment to the team must be made, therefore, game attendance is mandatory. Family emergencies and personal illnesses are excused, but the athlete must communicate with the coach. Missing games will hurt the athlete’s development, as well as, the development of the team.

Coach’s Associations Membership

Each sport has a form of coach’s association. It is the requirement of the varsity coaches to be a member of their sport’s association. Coaches need to let the athletic department know when it is time to renew membership. Coaching associations will provide awards for the sport like all-state, academic all-state and similar type awards. It is the coach’s responsibility to be up to date on the deadlines of the association’s awards.

Coaches’ Meetings

There are five coach’s meetings throughout the year for the coaches: Summer in-service, MHSAA online meeting, Pre-Season Preparation, Parent Meeting, Post-season evaluation for head coaches

1. Summer In-Service – Varsity coaches meet with the athletic director in-service style to discuss athletics and the systems used by GITS to make the process work smoothly.

2. MHSAA Online Meeting – The MHSAA requires an online meeting for all members of the high school coaching staff.
3. Pre-Season Preparation Meeting – The coach and Athletic Director meet to discuss the upcoming season and work through any last details leading into the season.
4. Parent Meeting – Coaches are to hold a pre-season parent meeting for their families. This meeting should include expectations, guidelines, and standards as well as introduce the coaches to the families..
5. Post Season Evaluation – The evaluation is so the coach and athletic director can evaluate the season and any adjustments needed for the program moving forward.

Communication with Families

Coaches should keep regular communication with families. A good standard of communication is to email families bi-weekly as a minimum. This communication should come from the head coach. Team Moms can be used for communication but the head coach should keep a constant string of communication with families. Coaches use Final Forms for email communication.

Types of communication:

1. Final Forms Emails
2. Pre-season Parent Meeting – Expectations, Guidelines, Standards
3. Questions and Concerns
4. Post-Season Gathering

Questions or Concerns

Parents are asked to wait 24 hours before addressing a concern with a coach. They are also asked not to address concerns with coaches on a game day. If this becomes an issue please bring it to the parent's and the athletic director's attention. Continued problems will be addressed with the parent by the athletic director.

If as a coach you have questions or concerns, please feel free to address them with the athletic director.

Dress Code

Coaches

1. Coaches should dress in attire consistent with professionalism of their sport.
2. Consider modesty and appropriateness to the event when determine attire.

Athletes

Coaches, under the guidance of the athletic department, determine the athletic apparel to be used for practice. Coaches may require practice uniforms at the varsity, junior varsity, and freshmen levels.

Dropping from a Team/Adding to a Team

Once an athlete has decided upon a sport, he/she wishes to try a sport, he/she may not change to another sport without permission from the coach for the sport he/she is dropping and permission of the coach for the sport he/she is adding. The Athletic Director must also approve the change. The length of the time the athlete has participated in the sport he/she is dropping and/or wanting to participate in will be a factor in deciding if the change will be permitted.

If an athlete wishes to change from one sport to another, he/she must do so prior to the first game of the that season.

If an athlete is dropped from a team for disciplinary reasons, he/she may not go out for the next-season sport until after the last game his/her team plays in the dropped sport during that season. (Athletic Handbook, 25).

All equipment and uniforms must be turned in before the athlete can make the change is approved.

Dual-Sport Participation

If a student athlete is interested in participating in two different sports during the same season, they must complete the Dual-Sport Participation Form. A primary and secondary sport must be determined and a plan created for proper participation.

Eligibility - Academic

To be deemed eligible for athletic participation during the season of a sport, the Michigan High School Athletic Association (MHSAA) requires that student athletes earn credit in at least 66% of courses. Grosse Ile students must pass at least 5 of 7 classes the previous semester and be passing 5 classes during the present semester. Additionally, Grosse Ile Township Schools has further requirements for academic eligibility:

The Athletic Department will run grade checks according to the MHSAA standard for semester schools for the students on all athletic teams currently in season. Students must be passing 5 of 7 classes in order to participate.

The Athletic Director will notify the coach with students who are academically ineligible prior to the following Monday's practice.

Athletes who receive three (3) failures on the grade check will continue to be required to participate in practices, but will be ineligible for participation in games or scrimmages against other schools for a week or until the student meets the 5 of 7 standard whichever is longer (Athletic Handbook, 20).

Eligibility - Athletic

MHSAA Guidelines - GITS is a member of the Michigan High School Athletic Association and participates in the Michigan Independent Athletic Conference. A student is required to maintain eligibility under their codes. For the complete list of MHSAA guidelines, student-athletes are encouraged to look at www.mhsaa.com.

- A current physical exam form signed by a physician after April 15th of the previous school year on file with the school is required for practice and game competition. Forms can be obtained from the athletic web page.
- Students in grades 10-12 who have transferred to GITS must have clearance from the athletic department before participating in games or scrimmages. Practice is permitted.
- A student is not eligible if they reach their (19th) birthday before September 1st of the current school year.

- Transfer students must be enrolled in school prior to the fourth Friday after Labor Day or the fourth Friday of February in order to be eligible on the next eligibility day.
- Junior varsity and varsity participants may not compete in athletic competitions of other teams of the same sport currently in season on the MHSAA calendar. Players may compete on additional non-school teams of non-season sports. Students in individual sports may participate in a maximum of two (2) non-school individual meets or contests during the school season while not representing their school.
- Athletes should check with the athletic department before receiving prizes in non-GITS events.
- Students are not allowed to compete in all-star competitions.

Grosse Ile Township Schools Guidelines

- Students must have a completed Final Forms Athletic Registration.
- Students must have a paid Athletic Fee for the current season.

Emergencies/EAP

By signing the Registration Form, parents are giving permission for us to treat their child in cases of emergency. When a player is seriously injured 911 should be called. If in doubt, CALL.

Coaches are required to complete the Emergency Action Plan (EAP) by the MHSAA. The plan will be laminated and posted for the team. The MHSAA requires the team to practice and talk through the plan before the MHSAA determined deadline.

Equipment

Teams are expected to put away all equipment after games and practices. Rental groups will not be using our equipment and should not be left out for their use unless otherwise directed by the athletic office.

Athletes are not allowed in the equipment room or weight room without proper supervision and instruction.

At the start of the pre-season coaches will receive all equipment needed to compete from the athletic office. This would include uniforms, med kit, balls, etc. At the completion of the season all school equipment and uniforms by be returned to the athletic department for proper storage.

Event Set-up

The first team competing in a venue will be in charge of set-up. It is suggested that each team member be given an assigned task to be completed each time. This will help remove confusion and make sure that every task is completed.

Event Clean-up

The last team to compete in a venue will be in charge of clean-up. It is suggested that each team member be given an assigned task to be completed each time. This will help remove confusion and make sure that every task is completed.

Final Forms

The registration system for Grosse Ile Athletics is Final Forms. Final Forms tracks the registration process of athletes and coaches to show their eligibility to participate.

Final Forms provides the coach the ability to track attendance and accomplishments with in the sport. It also is a communication tool that coaches can use to communicate with the entire team or individuals directly from the platform.

Fund Raising

Teams are allowed to fundraise for items outside the normal budget purchases. These purchases must be within the guidelines of the MHSAA if the purchase includes items the athletes keep. For communication purposes and to verify the fundraiser with the GITS philosophy, coaches must complete the fundraiser request form found in the Coach's Forms section at gireddevils.org.

The athletic golf outing is reserved for GITS Athletic Boosters and additional golf outing shall not be run by individual athletic teams.

Injuries

General

All injuries which require the player to leave the practice/game or require treatment by a doctor or hospital need to be reported by the coach and/or parent to the athletic office on the Injury Report Form. If a doctor authorizes the athlete to be kept out of practices or games, a doctor note will be needed authorizing the return before the athlete can return to practice or contests.

The Injury report can be found in the Coach's Forms section of gireddevils.org.

Concussion

If a player is suspected of having a concussion by showing any of the symptoms after head contact the athlete must be removed from practice or competition until they are seen by a M.D., D.O., Physician's Assistant or Nurse Practitioner.

If a student-athlete is diagnosed with a concussion their doctor must clear them before they can return. The clearance must be unconditional. The athlete must return the concussion clearance form that is found on the Coach's Forms page of gireddevils.org.

Locker Signs

Teams can place locker signs on the lockers of their participants. This is an acceptable practice. Parents can hang locker signs after school hours. They can receive a list of lockers from the high school office.

MHSAA Responsibilities

We create an MHSAA login for every high school coach to be able to complete responsibilities required by the MHSAA. The following are MHSAA responsibilities required of high school coaches.

Online Rules Meeting – All high school coaches are required to complete the MHSAA Online Rules meeting by the deadline provided. Any coach that does not complete the online meeting will not be able to be present during the state tournament games.

CPR – All high school head coaches no matter the level must have current CPR certification in order to coach at an MHSAA school. It is the coach's responsibility to setup their CPR class.

Officials Ratings – All head coaches are required to complete officials rating on the MHSAA website (MHSAA.com). All ratings are submitted through the website and the athletic office then approves and submits them to the MHSAA offices.

CAP Training – All 1st year varsity head coaches must complete MHSAA CAP training. They are allowed to complete Level 1 or 2. Training must be completed before the deadline of the season in order for the coach to continue to coach. The cost of the course is covered by the athletic department.

Score Reporting – The MHSAA require some sports to report their scores for playoff determination. It is the head coach's responsibility to input the final score to login and report the final score.

MHSAA Important Dates

Dead Period – All Levels - During the summer dead period, coaches may not provide coaching instruction to any students from the district in which they coach (in grades 7-12) in any setting (including camps), except that non-school, organized baseball and softball practices or competitions regularly scheduled throughout the summer with schools' coaches and students from the same district may continue without interruption. The seven day period will include the 4th of July. The exact seven days will be determined by the athletic department each year.

Preseason Down Time Period – High School Level – Beginning August 1 for all high school fall sports, March 1 until the start of practice for high school spring sports and 14 calendar days prior to the earliest start of practice for each high school winter sport and each middle school sport:

- No open gyms which involve that sport and no sport-specific camps, competitions or clinics shall occur at the school or be sponsored or conducted elsewhere by the school regardless of that school's sponsorship of the sport.
- No competition (intrasquad or intersquad) between groups that resemble school teams (more than four students of grades 7-12 of the district) may occur in that sport at any school facility or any other location with any of that school district's personnel present.
- Conditioning, weight training and four-player sport specific skill group with coaching is permitted.
- Regardless of what they are called or where they are held, coach-conducted running sessions which involve the structure of distances and timing and/or teach sport specific technique shall not be provided even on a voluntary basis during the down time prior to cross country or track & field if they are conducted by the school coaches of those sports.

Middle School Sport Specific Rules

HURON LEAGUE ADOPTED SPORT SPECIFIC RULES

Cross Country:

- Two-mile limit for boys and girls.

7th & 8th Grade Basketball (boys and girls):

- Pressing may occur at any time during the game as long as the pressing team is not ahead by more than ten (10) points.
- Half-court trapping may occur at any time during the game as long as the trapping team is not ahead by more than ten (10) points. If you play in the 1st Quarter – you cannot play in the 2nd Quarter. Second Half – Regular game playing rules. Length of Quarters: Six (6) Minute Quarters.
- The home team provides the balls for the visiting team's pre-game warm-up
- Boys use the 29.5 ball
- Girls use the 28.5 ball

Football:

- Follows MHSAA and Federation rules.
- Length of Quarters: Ten (10) Minute Quarters.
- Extra Points: (2 pts.) will be awarded for kicked extra point, and (1 pt.) for a non-kicking extra point.

Wrestling:

- Home weigh-ins must occur the day before each competition. Athletic Directors or Principals should sign the weigh-in forms to ensure their accuracy. Fill ALL weight classes / VOIDS are scored.

Volleyball:

- The winner of the best two-out-of-three is declared the winner, and always plays the third game.
- Three (3) games will be played no matter the outcome of the first two – even if one team wins both of the first two (2).
- The net is to be placed at seven (7) feet (to promote spiking).
- ALL games are Rally Scoring to 25 points. Must win by two (2).

Swimming:

- Follows MHSAA and Federation rules.

Competitive Cheer:

- Follows MHSAA and Federation rules

Baseball and Softball:

- Games: Shall consist of two (2) five (5) Inning games.
- Playing Time: A player must play in at least one game.
- Batting order: Batting order will consist of nine (9) players, with the option of another hitter.
- Stealing: No team can steal once they are ahead by 10 or more runs. If a team is up by 10 runs, no runner may advance to next base.
- Time limit: One hour and a half (1 1/2) time limit is in effect. No inning may start after one hour & a half has elapsed.
- Mercy Rule: Is in effect: ten (10) runs after four (4) innings

- Cleats: Baseball and Softball may have metal cleats.
- Bats: MHSAA By-Law: For all games at the middle school level, member school teams may deviate from National Federation rules and use the bat standard currently allowed by Little League Baseball. This bat standard is the certification mark placed on the bat of USA Baseball, with this new bat standard effective 2018 season. BBCO bats are also legal at the middle school/junior high level.
- Rainouts: If no more games are scheduled then the AD s must decide if the game will be rescheduled.
- Base path and pitching mound: The length of the base path for Baseball at both the 7th and 8th grades shall be 80 feet. Also, the distance from the pitching rubber to home plate in both grades shall be 54 feet.
- The length of the base path for Softball at both the 7th and 8th grades shall be 60 feet. Also, the distance from the pitching rubber to home plate in both grades shall be 40 feet.

Track:

- Follows MHSAA and Federation rules.

Music

Music used for athletic contests and practices should be clear of profanity and void of sex, violence, drug, and weapon references. Questions about music should be brought to the athletic director.

Post Season Gathering

All varsity and junior varsity programs should have a post season gathering with players and parents. During this time awards and/or certificates should be passed out to the athletes. Other ideas for gatherings can include coaches summarizing the year, projecting the future, thanking athletes and parents, senior speeches, video presentation, eating, etc.

Practice Plan

Coaches are asked to have a written practice plan. The degree of detail is the preference of the coach. The practice plan shows the players and parents that you are prepared. Practice plans also covers you as a coach legally that skills are being taught.

Pre-Season Parent Meeting

Each varsity coach should hold a pre-season parent meeting before the contests for that season begin. Each coach will introduce themselves to the parents and give the guidelines, expectations, and philosophy of the team. Any documentation given to parents should also be given to the athletic department for reference. During this meeting volunteer opportunities should be discussed.

Roster

High school head coaches need to submit a roster with player numbers by the end of the first week of practice once uniforms have been given out.

Middle school rosters will be completed by the coach once tryouts are completed and uniforms are handed out.

Rosters will be posted online at gireddevils.org.

Schedule Changes

All schedule changes whether game or practice must be submitted to the athletic department for approval before the changes can become official. At the time of approval, the calendar will be changed to show the changes. Coaches should communicate changes of their schedule to their families directly.

Schedule Creation

Middle School schedules are created by the athletic department.

High School schedule creation has 3 different options based on the coach's preference.

Option 1 – The athletic department creates the entire schedule

Option 2 – The varsity coach takes control of creating the schedule and submits dates to the athletic director for approval. With this option the AD gives the coach the calendar blackout dates the team cannot play as well as the conference schedule. The coach then completes the schedule.

Option 3 – The athletic department inputs the conference schedule and then receives opponent requests from the coach and tries accommodate the requests to complete the schedule.

When the coach has a practice of game schedule change, they should communicate the proposed change to the athletic department for approval. Schedule changes are not an automatic change. All teams in season and the master schedule have to be considered when making a schedule change.

Schedules – GIRedDevils.org

Game Schedules

The team's game schedule can be found by going to gireddevils.org and hovering your cursor over TEAMS and then clicking on the sport. Once on the team page click the team for the schedule button.

An all-sports game schedule can be found by clicking the calendar tab in the menu bar at GIRedDevils.org.

Practice Schedules

Practice Schedules can be found clicking on the calendar menu of gireddevils.org.

School Announcements

If you would like an announcement given to the students in the morning announcements those should be given to Kelly Hickey at hickeyk@gischools.org.

If you would like an announcement to be placed on social media contact Angela Raithe in the athletic office at raithea@gischools.org.

Score Submission

At the completion of all contests, coaches are to text the score of the contest to the athletic line for posting on the website and social media. Any highlights and a picture is encourage to put with the score on line.

Coaches are responsible to report scores to the MHSAA. Currently in Basketball, Football, Hockey, Soccer, and Volleyball scores must be reported to the MHSAA for calculations of the MPR to determine seeding in the MHSAA tournament.

Special Nights

All special nights should be communicated to the athletic department at the beginning of the season so the events can be place on the calendar with the game they are associated. Examples would be Senior Night, Coaches vs. Cancer Night, Parent's Night, etc.

Sportsmanship Violations

When a student-athlete or coach is disqualified from a contest, Grosse Ile Township Schools follows the standards of the MHSAA for disqualifications. The student-athlete misses the remainder of the contest they are disqualified from as well as the next contest. The disqualified individual must complete the MHSAA online course before being allowed to return to competition.

The coach should notify the athletic director within 24 hours of the infraction.

Social Media

Coaches are encouraged to use social media to promote their program. A few guidelines should be followed.

- Scores and highlights should be posted
- Accomplishments of the team should be posted
- No negative comments about schools, teams, coaches, officials, and fans should be posted.
- All Social media contents and platforms should reflect the goals and standards of Grosse Ile Township Schools.

Social media can be handled a couple different ways:

Option 1 – The information is passed to the athletic director and then is posted on Grosse Ile Athletics social media platforms.

Option 2 – Varsity Coaches can control the social media platforms for their team and sport. In this setting Grosse Ile Athletics should be tagged for possible reposting.

State Tournament - Hotels

- GI will cover the cost of the paid coaches' hotel rooms for the state tournament.

- Clear with the athletic director the number of nights the school will cover on an event-by-event basis.
- The volunteer coaches' hotel rooms can be covered through the fundraising account of the sport.

Supervision

- After practice and home games coaches should stay and supervise their athletes until every athlete has left school grounds.
- When return busing is used for away games coaches should stay with students until all athletes have left school grounds.
- When the team is out in public the coach is responsible for the behavior of the athletes.

Supervision – Middle School After School Before Games or Practice

Middle school students that stay after school for games or practices must be supervised. If Middle School practice or games does not take place directly after school and coaches cannot supervise the students should go home and return for practice and/or game at the time designated by the coach in which they can be supervised. Students can arrive once the coach is able to supervise their activity.

Team Travel – Early Dismissal/Bus

Grosse Ile Township schools will provide one-way transportation to all athletic events scheduled Monday – Friday.

Two-Way Transportation

- Teams with thirty (30) members or more, along with all middle school teams will be provided return transportation. A coach or approved adult must ride as supervision for the team.

One-Way Transportation

- Monday through Friday the district will provide one-way transportation and drop the team at their event.
- The Coach should meet his/her team at the bus pick-up.
- A coach or approved adult must ride to supervise the team on their travel.
- Coaches may follow the bus to have a ride home in drop situations.

Parent Transportation

- It is the responsibility of the parent to provide or arrange transportation for their student when district transportation is not utilized.
- Coaches or any district representative will not arrange for transportation without athletic director/administration approval.
- Parents are responsible for transporting their son/daughter to and from all season contests scheduled on Saturdays.
- If transportation is required for a school activity and the activity has a drop off and pick up location that is not the GITS, the parent is still responsible for the transportation of their child.

General Guidelines

- When GITS provides transportation, it is required that all athletes ride to the event with the team and it is highly recommended the athlete ride home on the team bus. In extreme situations, this may be exempt with the completion and submission of the driver approval form to be completed and signed by a parent/guardian, signed by an administrator, and submitted to the coach.
- When parents are unable to make arrangements for their child to be transported to the event, it still the responsibility of the parent to get their child to the event.

Early Dismissal

Occasionally students must be dismissed early from class for contests. Athletes should be instructed to make prior arrangements with each teacher before dismissal from class. Students may not leave earlier than the time announced. Teachers will receive notification from the athletic office on the dates students will be dismissed early. The online athletic schedule has the early dismissal and bus departure times listed on it.

Trainer/Training Room

Grosse Ile Township Schools has a fulltime trainer on staff. The trainer will prepare water for games and practice at Grosse Ile. The Trainer is the point person for medical concerns for the district. The trainer will provide pre-game, in-game, and post-game medical care for Grosse Ile athletes. The trainer is responsible for injury evaluation and treatments during recovery as well and physician recommendations. The trainer's current office is in the high school main gym. The trainer's office should not be entered without his/her knowledge.

Uniforms - Game and Practice

Game Day

Grosse Ile Township Schools will designate uniforms for game day. Dependent on the team some uniforms are owned by the school and will be issued and returned at the completion of the season. Some uniforms are kept by the students. In the instance where the uniform is kept it is purchased by the students.

Practice

Coaches, under the guidance of the athletic department, determine the athletic apparel to be used for practice. If the gear is kept by the student, it will be purchased either by the family or purchased through fundraiser initiatives of the team.

Uniform Rotation

Uniforms are replaced on a 4-year rotation. The Booster Club will provide \$2,500 to the teams when it is their turn in the rotation.

Travel Gear

Coaches can require travel attire for their teams. Travel gear purchases are the responsibility of the program and are not a budget purchase. When requiring travel gear coaches should try to use the same style over multiple years to minimize the cost to families.

Uniform and Equipment Return

When the athlete's season comes to a completion, they are required to return all uniforms and equipment that belongs to the school. If the items are not returned in a timely fashion, the athlete will be billed for the replacement cost of the items.

Coaches collect the uniforms and any equipment from the players, inventory the uniforms and return all items to the athletic office. Athletes will be charged at that point if all items have not been returned.

Volunteers

Signup.com

The GI Athletics website will have all the signup.com pages for each sport listing volunteer needs for the season. There will be deadlines to sign up and then open positions will be assigned to the families.

Website – GIRedDevils.org

Grosse Ile athletics uses gireddevils.org as the official website of GITS Athletics. The website has many different pages that can be of use to coaches as they inform and promote their team.

Team Pages

Each team has a page on the athletic website. These pages will publish all stories directed to the team and any announcements directed to all teams. Team pages also hold links to schedules/scores, rosters, and photos.

AD Desk Menu

The AD Desk menu has Red Devil Legacy information, open coaching positions, Coaching Forms, and Branding & Logos.

Inside Athletics

- Athletic Department Information
- History Pages – List of Championships and athlete accomplishments
- Athletic FAQ
- Caps & Clinics – List of all athletic camps and registration links.

Calendar

- Daily Calendar – Location of the daily athletic calendar that list all events in athletics including the use of athletic courts and fields

Support Menu

- Team Behind the Team
- Boosters
- Signup.com Listings

Fan Zone

- Tickets
- Live Stream
- Shop
- Signup.com Listings

Coaching Forms

The Coaching Forms page includes the following forms to be used by coaches throughout the season.

- Athletic Handbook
- Coaches Guidebook
- Dual-Sport Application
- Emergency Action Plan (EAP)
- Fund Raising Request Form
- Final Forms – Coach Playbook
- Final Forms – Athletic Trainer Manual
- Student Accident Report
- Return to Activity & Post-Concussion Consent form
- Student Accident Report
- MHSAA Documents
- MHSAA Calendars