**Department of Defense Dependents School – Europe**

**2014 Football Season**

**Kaiserslautern High School Raiders’ Football Player Handbook**

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**Coaches Message**

First and foremost, please let me welcome you to the 2014 Department of Defense Dependents Schools (DoDDS) European football season. We hope this is an exciting and worthwhile season for our program. We hope we can instill a team pride, which transfers into our school and community.

We are excited about the possibilities this season holds and welcome the opportunity to repeat the success of last year.

This season we will present a football program full of talented individuals who have a strong desire to not only play the game, but are committed to creating a football program. These are the memories our players create for themselves.

My coaching staff and I have high expectations for our football student-athletes, and our program as whole. We believe in having a strong, committed football program that presents two competitive teams each game day: a varsity and junior varsity team. We hope to have each player strive to their best athletic and mental ability on the field of play, and more importantly, inside the classroom. All members of our coaching staff place a high value on the quality education our student-athletes receive at Kaiserslautern High School. We believe our great students can become great athletes.

This player handbook provides our football student-athletes a comprehensive reference for items presented throughout our season. Our student-athletes need to adhere to the policies presented within this manual, and refer to this manual should they have any questions.

Speaking on behalf of the entire coaching staff at KHS, we wish everyone associated with the KHS football program a wonderful, productive, and successful season.

Aaron J. Scalise, Ed. D.

Head Football Coach

Kaiserslautern High School

**Academics**

At Kaiserslautern High School, academic success is paramount to the success of our football program. All of our coaches stress academics first, and place a high priority on the importance of academic excellence in all of our student-athletes’ classes. Yet, while academics do come first, student-athletes are encouraged to use their time wisely (i.e. seminar, lunch, and before school) to receive any additional assistance they may need. We also ask our football student-athletes not to use football as an excuse and to frequently check and monitor their grades with their teachers.

Grades will be monitored weekly. A student-athlete cannot have more than one failing grade during a weekly monitoring grade check. If they do, they will be considered ineligible for that week. For greater understanding, eligibility follows this procedure.

On Monday evening, grades posted in Gradespeed, are sent to our District Superintendent’s Office (DSO) and KHS athletic director. A roster for each team will be provided to our DSO. On Tuesday, a list of eligible and ineligible students is electronically returned to our school where each coach monitors their athlete’s grades. It is at this point a coach can determine the eligibility of their students-athletes. Eligibility runs from that week’s Wednesday to the following week’s Wednesday. Students who have more than one failing grade will be ineligible and unable to compete in a weekly contest.

**Attitude**

We expect all players to act in a manner that is in the best interest of Kaiserslautern High School, our program, their community, their family, and their self.  Hustle and hard work are expectations we have of all of our players.  We expect athletes to listen to their coaches and do what is asked of them at all times.  A player who is not acting in this positive manner may be asked to leave the practice or game situation and not return until a conference with the head coach is convened.  A positive attitude will help us become the best football team possible.

A football student-athletes behavior is demonstrated in all he does. Football student-athletes are required to carry and present themselves well at all times – at school related events (classrooms, hallways, social opportunities, practices, travel, and game situations), in the community, and as an ambassador of KHS.

Football student-athletes must refrain from posting any negatively viewed material on any social media network (i.e. Facebook, Twitter). Negatively posted material detrimental to our program success may be grounds for team dismissal. A positive attitude at all times is essential for our success this season.

**Bus Trips and Travel**

Student-athletes will be taken on away trips if they have earned the right to go as participants. Student-athletes may be taken if they show a committed desire to cooperate and a willingness to follow expected behavioral guidelines. It is essential to note players who are ineligible to play in a weekly contest are unable to travel with our team. Please see our eligibility section for further explanation.

Our football student-athletes are always expected to keep any mode of transportation we travel extremely clean and follow all necessary safety procedures to ensure their safe mode of travel. This requires student-athletes to be seated at all times on a moving bus and refrain from moving around. Sleeping on the bus floor is not permitted.

Food may be allowed on a bus, however this is at the bus driver discretion, and if food is permitted, players are responsible for their areas. We want to leave a bus cleaner than when we entered.

Football student-athletes who demonstrate inappropriate behavior that reflects poorly upon their team, their program, and their school during any such trip may be referred to school administration for disciplinary action including, but not limited to, removal from our program. Student-athletes who demonstrate inappropriate behavior may also have their parent(s) and/or guardian(s) called and requested to provide transportation for their child back home.

All participating student-athletes must travel with the school team to their scheduled contest. Players are not allowed to travel with their parents to a contest unless previous arrangements have been made through DoDDS European Headquarters. Players can however ride back home with their parent(s)/guardian(s) from their scheduled contest. Players must have their parents sign a release form that will be provided at each game.

It is important to note, student-athletes are only to travel from a game with their own parent(s)/guardian(s). Notes given on game day stating another player is going to ride home with a friend’s parent will not be accepted. In these cases, players will have to travel home via our school transportation.

**Discipline**

Self-discipline is vital to the success of our program. Self-discipline helps keep our athlete on track as a person, student, and athlete. We define discipline as doing something you really do not want to do, so you can do something you really want to do. In order for us to be successful as a football program, we must have discipline. We all have to realize there is a need for discipline in our program and need discipline in order to achieve the level of success we will all strive for this season. We expect all of our student-athletes to adhere to all school and team rules.

**Equipment Issue**

Student-athletes are responsible for the proper use and maintenance of any issued football equipment from Kaiserslautern High School. Normal wear and tear during the season is acceptable. Yet student-athletes should realize they have been issued quality uniforms and equipment pieces.

Our coaching staff and school fully understand there may be a game situation in which a uniform may tear/rip due to the physical nature of the game. Student-athletes are not responsible for these incidents. However as noted above, it is essential our uniforms be cared for properly.

Student-athletes need to wash their game and practice uniforms weekly, and take special care to remove stains, especially grass and mud stains, from their uniforms as soon as possible. We aim to look our best entering each contest. In addition, Student-athletes will need to wash any issued under garment, and wipe down their shoulder pads weekly. Please understand, our school colors are red and white, and our opposite colors should not be washed together.

Upon completion of our season football student athletes are required to properly clean all issued equipment pieces (pads and uniforms), prior to turning them in. Players who fail to turn in their equipment will not be allowed to try out for the next sport season (winter or spring) nor will they receive a varsity or junior varsity sports letter. Players who loose their equipment during the season are responsible for replacement of the equipment and cannot try out and/or letter in football until the equipment is replaced. The school office may issue a letter of indebtedness, until this matter is resolved. Players are responsible for their issued equipment at all times.

**Equipment Needed**

Student-athletes will need to supply their own mouthpiece, cleats, and purchase our practice t-shirt and shorts. Optional items are padded undergarments (different from our issued girdle and pads), gloves, face shields, and optional padding, such as a padded chinstrap. Purchased mouthpieces must be red in color. Clear or white mouthpieces are not acceptable unless issued by medical personnel.

Since our school has purchased Nike uniforms, we request for students who do not already have cleats to purchase Nike cleats. We also request any additional, visible piece of equipment hold the Nike brand as well. It is also essential to note our school colors are red and white. Any purchased pieces of visible equipment must adhere to these colors with the additional color of black. Simply put, student-athletes may only have pieces of equipment, which are red, white, black, or a combination of any of these three colors. It is our coaching staff’s personal preference to stay with our school colors of red and white.

**Equipment Storage Area**

Kaiserslautern High School currently has one football storage area located beneath the home side stadium stands. This storage area is off limits to student –athletes unless accompanied by a member of our coaching staff. All equipment changes must be made prior to the start of practice.

**Game Day**

East week, starting September 6, 2014, we are scheduled to weekly games involving both our varsity and junior varsity teams.

All eligible team members are expected to support both teams and be present at both games. This demonstrates team unity and provides a learning opportunity for both teams. Teams are required to sit together in the stands and demonstrate positive support for their teammates on the field. Coaches will determine what time each team should be present for each contest. Players who are late to team arrival times may lose game time on the field.

All participating student athletes must have all the necessary uniform equipment in order to safely play during each contest. Failure to have a proper uniform may cause an individual player to miss playing time.

Ineligible players are not permitted to travel with and/or be on the sidelines during a football contest.

Both teams are also responsible for clean up after each of our games. We only have four scheduled home games and clean up is broken down into the following:

Game Team Responsibility

One Varsity Clean up of the stands, field press box, and disposal of all trash from home and away stands. All field equipment must be put away as well.

Two JV Clean up of the stands, field press box, and disposal of all trash from home and away stands

Two Varsity Clean up of the field including putting away all equipment

Three JV Clean up of the field including putting away all equipment

Three Varsity Clean up of the stands, field press box, and disposal of all trash from home and away stands

Four Both Clean up of the field including putting away all equipment as well as clean all stands and dispose of all trash

Six JV Clean up of the field including putting away all equipment

Varsity Clean up of the stands, field pres box, and disposal of all trash from home and away stands.

If all players do their part, clean up is easy and doesn’t take much time. We also request parents assist us by placing their trash in proper disposal units. While clean up is not a focal point of our game plan, it is still a necessary component of our program. Players are required to check out with their coaches prior to leaving after a game. Players are not permitted to leave immediately after their game.

**Injuries**

Football is a contact sport that can result in a variety of injuries to the student-athlete.  The player must understand that he is risking injury by playing this sport and take the necessary precautions.  Anytime an athlete is feeling pain or feels discomfort of any kind he must make the coaches and trainer aware of his situation so that necessary care can be provided.  The coaching staff, once reported, will handle all injuries no matter how small.  The coaching staff should be consulted before a physician takes a player for medical advice. Any player who is under medical care by a physician **will not be allowed** to participate in any practice sessions or games without written clearance by the doctor.  All injured players that cannot take part in practice or in games **will still be required** to be at practice or games.

Football players need to understand though, physical discomfort may be part of their season, and student-athletes are asked to play through these minor ailments. Should a more serious injury require time away from the field, student-athletes will not be penalized, however they may have to earn their position back and an injury which causes an athlete to miss practice and game time, will affect their lettering possibility.

**Lettering**

Students wishing to letter in football at KHS must meet criteria based on a point system.

In order to letter at the varsity level, a football student-athlete must earn 85% of possible assigned points. Points are assigned for attending and practicing during practice, game play, and academic success. Partial points may be assigned for less than expected performances. There is not a junior varsity letter. Student-athletes, who play at the varsity level and do not earn enough points to earn a varsity letter, will not be awarded a letter. Student-athletes at the junior varsity level, who earn more than their required points, will not receive a varsity letter.

Points are assigned in the following manner:

On time practice attendance and participation (4 point per practice)

Late to practice (excused) (3 points per practice)

Late to practice (unexcused) (2 points per practice)

Attending practice (not participating) (1 point per practice)

Not attending practice (0 points per practice)

Game attendance and participation (5 points per game)

Meeting academic standards (being academic eligible to play) (1 point a week)

Attendance at scheduled team meetings (1 point per meeting)

*Bonus* points are award for the following:

Parental support at a home game – parents assist at the ticket booth, concession stands, score booth assistance, and/or help with field equipment. (1 point)

Driving students to a scheduled scrimmage. (1 point)

KHS Booster Club family membership. (1 point)

KHS Raider Training Camp attendance and participation (1 point per day)

Additional points may be awarded for individuals at the coaches’ discretion based on their contributions to the KHS football program. However these additional points may not be more than one a week.

If a student-athlete moves between the varsity and junior varsity levels, coaches will decide if a varsity letter may be awarded. This decision will be based on points earned, number of games played, timing of the move, and how they impacted their team.

Injured players may not receive a letter if they do not meet our lettering requirements.

**Locker Room**

Each student-athlete will be issued a football locker located in the large school gymnasium. Student-athletes are responsible for the well condition of their locker and should refrain from marking their locker. Each locker comes with a preset combination lock, which will be reset upon completion of the season. Student-athletes are required to store all of their football related equipment (before and after practice) and personal property (while we hold practice) within the confines of these lockers. **Kaiserslautern High School is *NOT* responsible for items left unsecured in the school locker room.** Student-athletes who leave their equipment unsecured may have their equipment confiscated and may have to earn back their equipment. Lost equipment is the responsibility of each student-athlete. Failure to properly maintain issued equipment, which includes issued uniforms, may result in loss of playing time.

Inappropriate behavior within the locker room and its corresponding halls will not be tolerated. Inappropriate behavior is any behavior deemed inappropriate by school personnel, coaches, and student-athletes in our program. Players who demonstrate inappropriate behavior may be subject to school discipline and/or dismissal from the program. We have high expectation for our program and outstanding student behavior is paramount to our success.

Student-athletes are required to keep our locker room clean at all times. Students who fail to adhere to these rules may be subjects to removal from our program.

In addition, student-athletes leaving for and/or returning from practice must remove their cleats prior to entering either one of our gyms. Players need to understand another KHS sports team may be holding practice within a school gym. Student-athletes are required to be quiet entering the gym and demonstrate the utmost respect from their peers competing in differing fall sports.

**Open Door Policy**

Anytime a player has a concern for any aspect of our program he should first make arrangements to discuss this and/or these aspects with their team captains. Team captains will be part of their team council and will attempt to resolve issues as they arise. Team captains will report any concerns, discrepancies, or issues to the coaching staff. However it our philosophy that players should attempt to deal with and resolve minor issues first with their teammates. If a player feels it is necessary to speak with a coach concerning an issue, we still have an open door policy and will welcome the conversation. The coaching staff will attempt to resolve any issue and follow proper reporting procedures should an issue warrant such action.

We hope that if a player's parent(s) or guardian(s) have any concerns they will communicate first with their son to see what the problem is and if their son has talked first to their team captain and then to their coach.  If the coach and player meeting and/or player coach meeting has not solved the problem then a meeting with the player’s head coach, player, and parent may then take place to resolve the situation.  No problem is too small to discuss with the coaching staff.

**Our Stadium and Field**

We have the pleasure of playing at the best stadium in DoDDS. We want to keep our stadium, track and field, and additional amenities in pristine condition. *Student-athletes should well understand how lucky we are to have such a facility.*

Student-athletes are not permitted to walk on our track wearing cleats, unless a cover is provided on the track in designated areas. In addition, food is not permitted on the field and/or track at any time. Color sports drinks and/or beverages are not permitted on our field, as it may stain the turf. Players are not permitted to have gum during practice and/or a game.

Any player or manager engaged in any behavior detrimental to this facility may be asked to leave our program and may be subject to disciplinary action. After waiting 60 years for a field of our own, we need to show respect for the facility at all times.

**Parent Behavior**

It is our coaching staff’s hope that all parents become great supporters of our program. We hope that during our games and viewed practices, parents provide positive comments, and offer only constructive remarks. Parents who may have concerns, and wish to speak with the coaching staff, are asked to do so at a scheduled time. The coaching staff reminds parents stateside football may be viewed differently. Parents are encouraged to join the KHS Booster Club and become active members. The more positive support out program can receive, the better our program will be.

**Playing Time**

The KHS Football coaching staff will do their best to coach our football players. Football players need a consistent willingness to be coached (to be “coachable”), and put forth a great effort and demonstrate a positive attitude in our drills practiced plays. A great attitude and solid practice effort will speak volumes to our coaching staff. We guarantee practice time to the players.  However, **we do not guarantee any playing time to anyone.**

At the junior varsity level we will attempt to play as many players as possible in their games.  At the varsity level, playing time is awarded to players according to their ability, their work ethic, attitude, demonstrated behavior at school, eligibility, and best interest of the team.  Any concerns regarding playing time should be brought to the immediate attention of the head coach by the individual player involved. With the next man up philosophy all student-athletes will have the opportunity to work for the amount of playing time determined for each week.

Student-athletes are also not guaranteed a varsity or starting position. Each week the coaching staff will evaluate both teams within our program and make player adjustments as needed. The coaching staff will determine each week’s roster and students may be asked to move from one team to the next based on the teams unique needs.

**Practice**

We will hold practice Monday through Friday from **1520** to **1735** daily, rain or shine, with the exception of Tuesday and Wednesday, where the varsity team will hold practice until **1800**. The coaching staff has the ability to cancel or end practice early due to inclement weather. Yet football players should well understand since we will play in all types of weather, minus lightening, it is essential for us to practice in whatever elements are present daily.

Players are expected to be on time to each of our practices. On time to our practice means being suited up in the uniform of the day, and ready to begin. Students-athletes who arrive to our practice and/or game field at 1520 and need time to suit up and get ready for practice will cause our team valuable practice time and will be greatly frowned upon.

Missed practice is not excused. Players are either on time and ready for practice or they are not. Our coaching staff is very understanding of situations that do arise, and each case will be handled on a case-by-case basis. However in order for our team to continually improve, it is mandatory for all student-athletes to attend practice, including students who may be ineligible for a contest. Players who do not attend practice will lose playing time during our games.

We have a next man up philosophy. Football student-athletes need to constantly compete and earn their time on the field. If a player misses practice we will go with the next man on our depth roster and continue to move forward. Returning players may have to earn their position back.

Our football program is comprised of two teams who fully understand the importance of practice. Practice is where we define who we are. It is expected our student-athletes work as hard as they possibly can to continually improve. Practice is where our execution of our plays is refined. Our football team needs practice and players are expected to be ready to follow their coaches’ instructions and perform to the best of their ability. Practice is designed for play execution, not a time to get into shape.

**Profanity**

Language that is unbecoming of an individual or language that is in bad taste will not be tolerated.  Any individual (player or manager) who uses inappropriate language will be individually addressed by the coaching staff.  Behavior that does not change regarding profanity will result in a conference with the parents and could be grounds for dismissal from the team. Football players at KHS will set a positive example of who we are and what we are becoming. The coaching staff will adhere to these same policies and present a positive example in our behavior and demeanor at all times.

**Study Hall**

Each academic school week, minus the first week of school, football student-athletes will attend a 55-minute, after school study session, to assist with homework and academic study time. Academic excellence is paramount at KHS. While the time may be subject to change due to the needs of the program, we will hold study hall for the junior varsity on Wednesdays, and the varsity squad will hold their study hall on Tuesdays.

Day of the week Team Location Time

Tuesday Varsity To be determined 3:05 (1505) to 4:00 (1600)

Wednesday JV To be determined 3:05 (1505) to 4:00 (1600)

The break up of team study halls enables each team to have their own practice time and use of the field to work through their offensive and defensive schemes. This time also alleviates congestion in our locker rooms.

During each quiet study hall, students are required to bring their necessary materials to study. Students will not be afforded time to come to study hall and then have to leave to go get their study materials. Student-athletes need to use this time wisely. Students can ill afford to be late.

Students may visit individual teachers to enhance their understanding of particular material. However, students need to first check in and sign out of their study hall. Students must report back to their study hall by 3:45 (1545), unless prior arrangements have been made with individual head coaches. A head coach will be present at each study session. Study hall sessions will start the third full week of school.

**Website**

This year our football team has a web page at the following address: [www.khsfootball.weebly.com](http://www.khsfootball.weebly.com) Information associated with our program will be posted there and found under corresponding tabs. Players are required to check this website weekly to ensure they are up to date on our current information. This website should help save time, energy, and should be eco-friendly.

**Please Continue to the Next Page**

To indicate you have read and understand this handbook, please have your parent/guardian and you legibly print your name, sign and date. Then print out this page and return to your head coach.

Parent/Guardian Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Football Player’s Printed Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Football Player’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By providing a signature and date you indicate you have read and understand the 2014 Kaiserslautern High School Football Handbook.