

## Administrative Regulation

Athletic Program; Secondary Schools, Guidelines for

## A. Practice Time

A daily block of time, consisting of a maximum of 2½ hours for on-the-field and any other physical activities, is permitted for athletic practice. In addition, one hour is permitted for pre or post non-physical activities; i.e., film review, chalk talks, and taping.

## B. Practice Organization

A practice schedule of each team shall be approved by the athletic director and sent to the principal for approval. The school's sport practice schedule will be forwarded to the Community Services Office. Schools with one gym may provide staggered practice times for basketball and/or wrestling.

## C. Night Practices

1. Each school, including schools that have stadia, will be allowed one night football practice with lights prior to the first game. This will be set by the Office of Secondary Education.
2. Teams for other sports, such as basketball, are not permitted to practice at night unless a facility conflict should require special practices. Prior approval must be obtained from the principal before such practices may be conducted.

## D. Preparation for CIF Participation

Principals of schools whose teams qualify for CIF playoffs may grant prior approval for extended practice sessions.

## E. Student Athletic Emergency Card

Each coach will have available, during practices and games, a student athletic emergency card for each athlete to be used in the event of an emergency.

## F. Equipment Exchange

Under no circumstance is athletic equipment to be exchanged or returned to stores by schools unless such action is properly cleared through the principal.

G. Purchase of Equipment

All of the actual purchasing of goods or services that will be charged to the school ASB or the Garden Grove Unified School District must be authorized by the athletic director. Items not ordered in the appropriate manner will be the financial responsibility of the person who ordered them. All equipment must be purchased with a purchase order number.

H. Athletic Directors

1. Each athletic director will teach four classes, have one period for carrying out special duties, and have one conference period.
2. Athletic directors may coach under unique and special conditions with approval of the principal.

I. After-School Athletics

1. After-school athletic programs begin after period six. Exceptions, however, may be granted on a "facility usage" basis. All exceptions are to be approved on a yearly basis by the administrator of secondary education.
2. Those schools permitted to practice during sixth period will ensure that the coaches teach five classes independent of any athletic involvement.

J. Period Six P.E./Athletic Classes

1. Potential athletic team members may be enrolled in a period six physical education program for the purpose of providing athletic instruction in CIF-approved sports before/after the season of the sport as defined by the CIF calendar. The physical education curriculum will be adhered to during the season of the sport.
2. Supervision and grading of the students will be the responsibility of the certificated teacher to whom they are assigned.
3. The period six physical education/athletics class will be part of the teacher's regular teaching assignment.

4. Actual team coaching will not start until the end of period six. When a coach, because of facilities, is granted permission to begin coaching period six, he must have completed his teaching assignment by the end of period five.
5. It is the principal's responsibility to ensure that the educational needs of the student are met. Enrollment in the period six physical education/athletics class cannot take priority over enrollment in an academics class.

K. Summer Athletic Activities

From the close of school in June until the opening of school in the fall semester, there shall be no restrictions on high school coaches working with high school students or entering them in summer competition. A member school, however, may not sponsor a team entry, provide uniforms or equipment, or otherwise be responsible for student competition.

Ref: EC Sections 33350-33354, 35161, 35179, 35291

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