Vaughn School Student Athlete Handbook

2026-2027 School Year



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1. Welcome Message

Welcome to Vaughn School Activities and Athletics.

Participation in extracurricular activities is a privilege that provides students with opportunities to develop leadership, responsibility, teamwork, sportsmanship, perseverance, and character. The lessons learned through athletics and activities extend far beyond the classroom and competition.

This handbook is designed to help students and families understand the expectations associated with representing Vaughn School. Our goal is to provide a positive, educational, and competitive environment that promotes personal growth and academic success.

Through cooperation among athletes, parents, coaches, staff, and community members, Vaughn School strives to provide meaningful experiences that prepare students for success in school and life.

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2. Mission, Vision, Core Values & Athletic Department Philosophy

Mission Statement

The Vaughn School athletic program exists to support student growth through education-based athletics. Participation is a privilege that promotes character, teamwork, leadership, accountability, respect, and personal excellence.

Vision Statement

Vaughn School strives to create athletic and activity programs that inspire students to pursue excellence, demonstrate integrity, develop lifelong skills, and represent their school and community with pride.

Core Values

Respect

Treat teammates, opponents, coaches, officials, staff, and community members with dignity and respect.

Responsibility

Accept accountability for actions, academics, attendance, and behavior.

Integrity

Do what is right, even when no one is watching.

Teamwork

Place team success above individual recognition.

Perseverance

Embrace challenges and continually strive for improvement.

Sportsmanship

Compete with humility, class, and respect.

Athletic Department Philosophy

Athletics are an extension of the educational experience. Winning is valued and competitive excellence is encouraged; however, student development, character, and educational experiences remain the highest priorities.

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3. Eligibility Requirements

Administrative staff will review grades every Monday.

Academic Intervention Process

Week One – Study Hall / Full Participation

- Any student earning an F is assigned to study hall.
- Student may continue to practice and compete.
- If grades are corrected by the next review, eligibility returns to normal.

Week Two – Academic Probation

- Student remains in study hall.
- Student may continue to practice.
- Student may not participate in games, meets, matches, or performances.

Week Three – Removal from Activity

- If an F remains after the probation period, the student is removed from team participation for the remainder of the season unless otherwise determined by administration.

Summary

Status	Practice	Competition
Week 1	Yes	Yes
Week 2	Yes	No
Week 3	No	Removed

4. Academic Expectations

Academics remain the highest priority.

Student athletes are expected to:

- Attend classes regularly.
- Complete assignments on time.
- Demonstrate positive classroom behavior.
- Communicate with teachers regarding absences.
- Utilize academic support opportunities when necessary.

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5. Attendance Standards

School Attendance

Students must attend school to participate in extracurricular activities.

50% Attendance Rule

To participate in a contest during a given week, students must attend at least 50% of scheduled school days.

Examples:

- 4-day week = attend at least 2 days.
- 5-day week = attend at least 3 days.
- 3-day week = attend at least 2 days.

Administrative exceptions may be granted for illness, medical appointments, school-sponsored activities, and emergencies.

Practice Attendance

Practices are not optional.

Unexcused absences may result in:

- Reduced playing time
- Suspension from participation
- Removal from the team

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6. Code of Conduct

Student athletes represent Vaughn School at all times.

Athletes will:

- Demonstrate honesty.
- Respect school rules.
- Follow coach instructions.
- Conduct themselves appropriately on and off campus.
- Maintain behavior consistent with school expectations.

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7. Sportsmanship and Citizenship

Athletes are ambassadors of Vaughn School.

Expected behaviors include:

- Respecting opponents and officials.
- Demonstrating self-control.
- Displaying humility in victory and defeat.
- Promoting positive sportsmanship.
- Serving as role models.

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8. Social Media Guidelines

Student athletes should:

- Communicate respectfully online.
- Avoid threatening, harassing, or inappropriate content.
- Recognize that online behavior reflects on themselves and Vaughn School.
- Follow all district technology policies.

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9. Hazing, Bullying, and Harassment

Vaughn School maintains zero tolerance for:

- Hazing
- Bullying

- Harassment
- Retaliation

All incidents should be reported immediately.

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10. Substance Use and Drug-Free Participation

- Vaughn School is committed to providing a safe, healthy, and drug-free environment for all students. Student athletes and activity participants are expected to serve as positive role models and representatives of the school and community.
- Participation in extracurricular activities is a privilege, not a right. Therefore, Vaughn School maintains a **Zero Tolerance Policy** regarding the use, possession, distribution, purchase, sale, or being under the influence of alcohol, tobacco, vaping products, marijuana, illegal drugs, counterfeit substances, or unauthorized controlled substances.

Policy Violations

- Any student who violates this policy may be subject to disciplinary action, including removal from participation in extracurricular activities.
- Consequences will be determined by school administration based on the circumstances of the violation, the student's disciplinary history, applicable district policies, and the best interests of the school community.
- Potential consequences may include:
- Suspension from extracurricular participation.
- Removal from a team, activity, or program.
- Suspension from school activities and events.
- Referral to counseling, intervention, or educational programs.
- School disciplinary action in accordance with district policy and the Student Handbook.
- Referral to law enforcement when required by law or school policy.

Additional Provisions

- The sale, distribution, or delivery of illegal substances may result in additional disciplinary action, including an expulsion hearing.

- Students and student property may be subject to search when reasonable suspicion exists in accordance with school policy.
- Participation may not resume until all school-imposed consequences and requirements have been satisfied.
- Violations occurring on or off school property may be considered if they adversely affect the student's participation in extracurricular activities or the school's educational environment.

Commitment to a Drug-Free Environment

- Vaughn School believes extracurricular activities should promote healthy lifestyles, positive decision-making, and responsible citizenship. All student participants are expected to uphold these standards while representing Vaughn School both on and off campus.

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11. Health, Safety, and Wellness

Student safety is the highest priority.

Athletes should:

- Report injuries immediately.
- Stay properly hydrated.
- Prioritize nutrition and sleep.
- Follow medical recommendations.

Concussion and Injury Management

- Suspected concussions require immediate removal.
- No same-day return to play.
- Medical clearance required before returning.

Athletic Training and Medical Procedures

- Current physicals and required forms must be on file.
- Emergency contacts must be maintained.
- Medical clearance may be required following illness or injury.

Mental Health Support

Athletes are encouraged to seek help when experiencing:

- Stress
- Anxiety
- Depression
- Emotional challenges

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12. Communication Expectations

Communication Chain

1. Student Athlete
2. Coach
3. Athletic Director/Principal
4. Administration

24-Hour Communication Rule

Parents and athletes should wait 24 hours after a contest before discussing concerns related to:

- Playing time
- Coaching decisions
- Team strategy
- Officiating
- Emotional reactions to competition

The purpose is to encourage productive, solution-focused conversations.

Many concerns become less significant after time for reflection.

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13. Parent and Guardian Expectations

Parents are expected to:

- Promote sportsmanship.
- Support academics.
- Respect coaches and officials.
- Follow communication procedures.

Parent Involvement

Vaughn's activity programs rely on volunteers.

Families are encouraged to:

- Assist with concessions.
- Help with fundraising.
- Work gate duty.
- Assist with scorekeeping and events.
- Support team activities.

Shared Responsibility

Successful programs require cooperation among families, athletes, coaches, and staff.

Getting Involved

Vaughn School welcomes and encourages parent and community involvement in extracurricular activities. Families interested in supporting athletic and activity programs are encouraged to contact a coach, the Principal, or the school office to learn about volunteer opportunities.

Volunteer opportunities may include, but are not limited to:

- Concessions
- Gate admissions
- Scorekeeping and clock operations
- Team meals and hospitality
- Fundraising activities
- Event setup and cleanup
- Transportation assistance when approved by the school
- Special event support
- Facility preparation and maintenance
- Other activity-related support as needed

The success of Vaughn School activities depends on the collective efforts of students, parents, staff, and community members. Whether through volunteering time, supporting events, or assisting behind the scenes, every contribution helps provide quality opportunities for our student athletes.

Many of our athletic and activity opportunities would not be possible without the dedication of parent and community volunteers. Vaughn School encourages every family to contribute in some way whenever possible.

14. Equipment and Uniform Responsibilities

Athletes are responsible for:

- Caring for issued equipment.
- Returning uniforms promptly.
- Replacing lost or damaged items when necessary.

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15. Travel Expectations

Team Travel

Athletes are expected to travel to and from activities with the team unless prior arrangements have been approved.

Parent Check-Out

Parents or legal guardians may sign student athletes out following an event.

Release to Other Adults

Students may only be released to another responsible adult when:

- Written authorization has been submitted.
- Administrative approval has been received.
- Required documentation has been submitted to the Vaughn School office at least twenty-four (24) hours prior to the event.

A **Travel Release Authorization Form** must be submitted to the Vaughn School office at least twenty-four (24) hours prior to the event for any student athlete being released to an individual other than a parent or legal guardian. Approval from school administration must be obtained before the student may be released.

Verbal requests, text messages, phone calls, emails, or requests made at the event may not be accepted.

Parents or legal guardians are the only individuals authorized to sign student athletes out following an event unless prior administrative approval and required documentation are on file.

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16. Copperative Athletic Programs

Vaughn School participates in cooperative athletic programs with Simms School for selected activities, including football and wrestling.

Student athletes participating in cooperative programs represent both Vaughn School and the host school. Participants are expected to comply with the policies, rules, procedures, and expectations established by both school districts.

For cooperative activities, the host school's coaching staff and administration will oversee the day-to-day operation of the program. Student athletes and parents should understand that team rules, participation expectations, discipline procedures, travel requirements, and other program-specific guidelines established by the host school may apply in addition to Vaughn School policies.

In the event of a conflict between program-specific rules and Vaughn School policies, school administrators from both districts will work together to determine the appropriate course of action.

Parents and students are encouraged to review any additional rules, expectations, or handbooks provided by the host school before participating in a cooperative athletic program.

17. Discipline and Appeals Process

Participation is a privilege.

Possible consequences include:

- Verbal warning
- Written warning
- Suspension from practice
- Suspension from competition
- Academic probation
- Removal from participation

Appeals

1. Meet with the coach.
2. Meet with the Principal if unresolved.
3. Follow district grievance procedures if necessary.

Administrative decisions are final unless otherwise provided by district policy.

18. Forms and Acknowledgements

Required forms include:

- Handbook Acknowledgement
- Medical Authorization
- Emergency Contact Form
- Concussion Acknowledgement
- Physical Examination Documentation
    - New MHSA Physical
    - Or Interim Medical Form
- Travel Release Authorization (if applicable)

Vaughn Athletic Handbook Acknowledgement 2026-2027

I/WE HAVE READ, UNDERSTAND, AND AGREE TO THE INFORMATION CONTAINED IN THE AGGREMENT AND WILL ABIDE BY THE CONTENTS OF THIS DOCUMENT.

Student Name _____ Date _____

Student Grade _____

Student Signature_____ Parent/Legal

Guardian Name_____ Date _____

Parent/Legal Guardian Signature_____

Coach Name_____ Date_____

Coach Signature _____