

USD #105
ACTIVITY / ATHLETIC POLICY
2023-2024

Guidelines for Eligibility

A. Academic Requirements:

Leadership Positions: An overall cumulative grade point average of 2.0 or better in all academic or credit course units when elected to leadership positions (student council officers, class officers, etc.);

General Participation:

USD #105 requirements for general participation in extra-curricular activities and performing groups are:

KSHSAA:

Eligibility:

In order to participate in athletic/activity events a student must meet the following requirements in order to be a student in "good standing" at any time. "Good Standing" requirements are as follows:

Kansas State High School Activities Association Regulations:

- All Kansas state high school eligibility guidelines apply.
- Students must pass at least 5 courses in the previous semester and must be currently enrolled in five courses not previously taken.
- Students must have attended Rawlins County Junior/Senior High School for a minimum of 18 weeks, or the student must make a bona fide move as defined by the Kansas State High School Activity Association.
- Students may not be 19 years of age or over by September 1st.
- Students have not been in attendance more than three years or six semesters beyond the ninth grade.

In our school, a student is considered ineligible if he/she has an F in any course. Eligibility will be checked **Monday** mornings every week during the school years, beginning the third week of each new semester. If a student is ineligible, the student will not be allowed to participate in any competitions during the current week, however they are allowed to practice. Ineligible or probationary students will use the seminar period to correct their grade with the appropriate teacher. Ineligible students use the beginning of practice as an opportunity to raise their grades by attending after school tutoring.

In our school, a student is considered ineligible if he/she has an F in any course or 3 D's in any three courses. Eligibility will be checked **Monday** mornings every week during the school year, beginning the third week of each new semester. If a student is ineligible, the student will not be allowed to participate in any competitions during the current week, however they are allowed to practice. Ineligible or probationary students will use the seminar period to correct their grade with the appropriate teacher. Ineligible students use the beginning of practice as an opportunity to raise their grades by attending after school tutoring.

If students have a D in any class, they will also be placed on the probationary list, but will be eligible to participate.

Eligibility will be run at 8:30 on **Monday** mornings and students will be notified of their ineligibility.

If teachers have not updated grades for 10 days, the students will be considered eligible. A list will be typed up and released to the teachers and coaches, so they are aware of who is on the eligible list.

Events that are exempt from the eligibility policy include but are not limited to: Prom, homecoming activities, field trip, local music events (show choir dinner), pep band, and events tied to grades for example.

Events that are affected by the eligibility policy but not limited to are all KSHSAA sanctioned **competition** events those included are both athletic and non-athletic competitions. Athletic includes: Baseball, Basketball, Bowling, Cross Country, Football, Golf, Gymnastics, Soccer, Softball, Swim and Dive, Tennis, Track and Field, Volleyball, and Wrestling. Non-Athletic includes: Debate, Kay, Music (including Band), Piano, Scholar's Bowl, Speech and Drama, Spirit Activities, Student Council.

7-12 students who have been suspended or placed in ISS may be ineligible from 1-9 weeks at the discretion of the building administrator.

High School and Junior High Guidelines for Ineligible Students

- A. Students who become ineligible for academic reasons during a sports season will not be allowed to travel with the team. They will be expected to participate in practice during the period of ineligibility and must follow the guidelines of the athletic policy.

PARTICIPATION

In order to practice or participate in an extra-curricular activity, a student must be in attendance by 9:00am. If a student is not in school by 9:00am, they must provide the Principal a doctor's note, or have the absence pre-approved by the Principal. Weekend activities are based on attendance of the previous school day; therefore the student must have been in school from 9:00 am until 3:40 pm on the last day of the week. Activities that require leaving school before school starts will be based on the attendance of the previous school day.

If a student is present at school on a practice day, he/she is expected to be at practice that day. If a student cannot be at practice, he/she should clear it with the coach before practice.

Substance Abuse Policy:

The possession or use of tobacco/alcohol/non-prescribed drugs/electronic or vapor cigarettes is prohibited on school property or at a school sponsored event. School authorities may administer disciplinary action, including suspension or expulsion. If established at any time during the school year that a student has consumed or possessed illegal drugs, alcohol, or tobacco products, they will be subject to the following sanctions. The school year begins with fall sports equipment checkout for the purposes of this policy. Offenders will be subject to the guidelines imposed by the Drug & Alcohol Free policy and reported to the law if it violates KS statutes.

First Offense

A first time violator shall be subject to one or more of the following sanctions:

- Punishment up to and including short-term suspension.
- Students will miss the next event in whatever activity they participate, and/or students will miss the next event they were scheduled to participate in.
- An evaluation from an acceptable drug and alcohol program. Name(s) of acceptable program(s) are on file with the Superintendent.

Second and Subsequent Offense

A second time violator (during the same school year) shall be subject to the following sanctions:

- Punishment up to and including long-term suspension.
- Suspension from all student activities for the remainder of the year. For an athlete, permanent dismissal from the team with no honors or awards allowed to be received.

- A student placed on long-term suspension and/or suspended from all activities under this policy may be readmitted/reinstated on a probationary status if the student shows evidence of completion of a drug and alcohol rehabilitation program. Name(s) of acceptable program(s) are on file with the Superintendent.

In the event a student agrees to enter into and complete a drug education or rehabilitation program, the cost of such program will be borne by the student and his or her parents or guardian.

Students who are suspended or expelled under the terms of this policy shall be afforded the due process rights contained in Board policies and state statutes. Nothing in this policy is intended to diminish the ability of the District to take *other disciplinary action* against the student in accordance with other policies governing student discipline.

Expectations for School Sponsored Activities

All school-sponsored functions, including those held at sites other than the school, shall be drug and alcohol free. Possession, distribution or sale of drugs, drug paraphernalia, inhalants, alcohol, tobacco or any materials (facsimiles) that give the appearance of alcohol, tobacco, or other controlled substances or other illegal substances is not permitted. Students, parents, fans, and other guests, regardless of age, are to arrive free of these substances. Those who disregard these expectations will be excluded from the event and will be subject to disciplinary actions that may include one or more of the following:

- Parent notification.
- Police involvement.
- Suspension or expulsion.
- Exclusion from future extracurricular activities.

Training Rules (Athletes):

<i>Hours:</i>	Sunday–Thursday	10:30 p.m. unless previous arrangements have been made with the coach.
	Friday & Saturday	12:00 a.m. unless previous arrangements have been made with the coach or if Saturday game 10:30 pm curfew Friday night

Practice Attendance:

First Violation: If an athlete has an unexcused absence he/she will be disciplined by the coach, but will not be dismissed from the team.

Second Violation: The athlete shall not participate in the next scheduled event.

Third Violation: Dismissal from the team.

Note: In order to practice or participate in an extra-curricular activity, a student must be in attendance by 9:00am. If a student is not in school by 9:00am, they must provide the Principal a doctor's note, or have the absence pre-approved by the Principal. *All athletes under a doctor's care for an injury or a serious illness must have a signed release from the doctor before going out for or returning to active participation in that specific sport.*

Note: *Students who must attend all day funerals or medical appointments or emergencies of that nature may participate in activities that day if they have made prior arrangements with the coach and administration.*

If a student is found guilty of stealing Rawlins County USD #105 property or another student's property or possessing any property stolen while on a trip, the student will be dismissed from the team or group.

Students will be fed on trips as stated by USD #105 policies.

Starting Dates

The athletic director and coach of each sport shall set a deadline date that athletes must be out in order to participate in that sport. Exceptions to this rule are as follows:

1. Students with injury or illness.
2. New transfer students.
3. Prior arrangements with the head coach and the athletic director.

Athletes will be notified of the starting dates in advance during regular school announcements. Dates will also be posted on school bulletin boards

Coaches, Students, Participants representing Rawlins County USD #105:

We expect our students, participants and district personnel to be well groomed and clothed in presentable attire for all athletic/ activity trips.

- A. All students on athletic / activity trips must be clean, well groomed, and wear appropriate apparel.
- B. Jewelry will not be worn during practice or games.

A team/group must keep together at all times during athletic/activity trips. The plans of the coach/sponsor for the team come first and should be understood by the players/participants at the start of the season.

Only qualifying varsity athletes, trainers, managers, or filmers who participated during the varsity season will be allowed to go with the team to regional, sub-state, or state competition. Substitutions to any of these positions may be made, if necessary, as long as it does not exceed the number used throughout the season

All students participating in a school activity must ride school transportation. The following are exceptions to a participating student riding the school transportation.

There are definite regulations concerning pupil transportation in Kansas. Bus drivers and sponsors are expected to enforce these rules and any problems with students on buses or school vehicles are to be reported to the building principal.

All students on school trips represent our district and poor taste in dress and behavior may cause a student to forfeit such trips in the future.

- A. Specific time and place of departure set by sponsor / coach - will leave at set time and from set place
- B. If student misses departure they are to attend regular school
- C. All students participating in a school activity will ride to and from the activity on the arranged school transportation. Exceptions are as follows:

Students may be released to their parents following the activity:

1. Students will be released only after a **face to face** meeting with the coach, sponsor or administrator, and student and parent, where at that time the parent signs out the student.

Students may be released, following the activity, to a person other than parents:

1. Prior to the activity, the parents must write a request to the principal naming the person to get their child.
2. Principal will agree or disagree at the time of direct contact if a student is to be released to the non-parent.
3. Students will be released only after a **face to face** meeting with the coach, sponsor or administrator and student, and approved responsible party.

All athlete/activity teams or groups are expected to conduct themselves in an orderly manner when representing our school. When teams or groups are eating after games or meets, they are expected to be polite and behave themselves in an orderly manner in restaurants.

We want people from other communities to have a high opinion of Rawlins County USD 105 athletes, and we should strive toward this goal. Always look and act like ladies and gentlemen.

Motel Policy:

Coaches/Sponsors will designate a time for students to be in their rooms and lights out. Coaches/sponsors will be responsible for room checks. No visitors of the opposite sex will be allowed in the rooms. Students will be held responsible to pay for any damages or stolen property while in the motel room.

Lettering - High School:

An athlete **shall** meet at least one of the criteria of each sport to qualify for a letter and complete the season in good standing. Special consideration may also be given in cases of injury or illness. Such consideration is subject to the approval of the administration.

- A. Football
 1. Play in 1/4 of the total quarters of all varsity games scheduled.
 2. Play in the state championship game.
- B. Basketball
 1. Play in 1/4 of the total quarters of all varsity games scheduled.
 2. Play in the state tournament.
- C. Wrestling
 1. Earn at least one more point than the number of scheduled matches.
 2. Wrestle in 1/4 of all varsity meets scheduled.
 3. Qualify for state meet.
- D. Track
 1. Earn 10 points individually (legs on relays are 1/4 of relay points)
 2. Qualify for state meet
 3. Score in major meet (6 or more teams)
- E. Volleyball
 1. Play in 1/4 of total varsity games
 2. Play in state tournament
- F. Golf
 1. Play in 1/4 of the varsity meets
 2. Play in state meet

Lettering - Junior High:

Any junior high athlete that completes the season in good standing will letter.

Locker Room / Lockers

All lockers should be locked at all times. Locker rooms both home and away, should be kept clean and orderly. All clothing, uniforms, and equipment will be stored properly and returned at the end of the season. Locker rooms will always be left neat and in the same condition as upon arrival. Students will be responsible for any damage or vandalism to lockers or school property (home and away).

COACH/SPONSOR GUIDELINES

Objective:

- 1) To give structure to communication between students, parents, administrators and coach/sponsor.
- 2) To define the role of USD #105 sponsored athletics and activities.
- 3) To ensure the student's experience is positive and educational.

Communication Guidelines for Parents with Students in Athletics or Activities

Preliminary Considerations:

If you have a question or concern, take the time to frame it in specific terms. Questions about playing time, strategy, other players, participants or other coaches will not be discussed by school personnel.

Talk with your student about your question or concern. What is your student's perspective? Can your student solve the perceived problem alone?

Process for Addressing Your Questions and Concerns:

Has your student talked to the coach or sponsor? This is the mandatory first step.

Schedule a meeting (see "Meeting Guidelines") with the coach or sponsor if you still have questions. This meeting will be an opportunity to share information, ask questions, listen, and have a discussion. The coach or sponsor make decisions for the good of the team and group based on practice performance, ability, attitude and chemistry and will not discuss participation, playing time, strategy, other players, or other coaches.

1. If questions remain, schedule a meeting with the AD, principal, coach or sponsor, and yourself.
2. If questions remain, schedule a meeting with the Superintendent, AD, Principal, coach or sponsor, and yourself.

Meeting Guidelines:

1. All meetings will be scheduled through the school office and not on game days or at an event or activity.
2. The meetings will be professional with regard to language and conduct.
3. Everyone will have a chance to talk and everyone will listen.
4. Everyone will demonstrate effective emotional control.

Proper Sequence in Addressing Questions and Concerns:

1. Talk to your student first.
2. Students talk to the coach or sponsor first; no parent contact with coach or sponsor about concern until this is done.

3. If concern still exists, schedule meeting with the coach or sponsor to discuss concern; no contact with AD or principal until this is done.
4. If concerns still exists, schedule meeting with the coach or sponsor, AD and principal and discuss concern; no contact with superintendent until this is done.
5. If concern still exists, schedule meeting with the coach or sponsor, AD, principal, superintendent and discuss concern.

Roles of Participants:

Coaches / Sponsors:

1. The safety of the students is your primary concern.
2. Set a good example for players and fans at all times.
3. Be positive, fair and consistent with players and participants.
4. Make playing time and strategy decisions with thought and care.
5. Establish and organize practice for the team and group on a daily basis.
6. Be an effective communicator with players, parents, staff and the public, and schedule meetings with students and parents when necessary.
7. Know and employ injury prevention procedures.
8. Make certain all students and parents know expectations, procedures, rules, and lettering requirements from the beginning of the season.
9. Make certain everyone has practice and activity and game schedules.
10. Be a professional practitioner – stay current with strategies and techniques.
11. Keep an accurate inventory of equipment.
12. Work to help your assistants improve their skills.
13. Monitor the academic progress of your students.
14. Be available to talk with students and parents at appropriate times.

Parents:

1. Be a fan of everyone on the team.
2. Respect the decisions of the officials and follow the KSHSAA Rule 52.
3. Respect other fans, coaches, sponsors and students.
4. Talk to your student if he/she has any questions and if necessary, contact the coach using the *Communication Guidelines* procedures.
5. Express positive thoughts regarding a coach, sponsor, student or team.
6. Do not expect to schedule a meeting with a coach or sponsor on game day.
7. Understand that the coach or sponsor's responsibility is to make certain students are safe and are learning positive values.
8. Be supportive of your student.

Students:

1. Meet athletic, activity, and classroom expectations.
2. Understand that membership on an athletic team or on an activity group places high expectations on you regarding grades and behavior.
3. Be positive and have a good attitude.
4. Support your team or group, managers, spirit squad, and coaches / sponsors.
5. Work hard at all times.

6. If you have any questions or concerns, talk to the coach or sponsor first.
7. Know and follow school and team / activity rules.
8. Challenge yourself as a student and as a person.
9. Notify the coach or sponsor of any schedule conflicts well in advance.

CELL PHONES/ELECTRONIC DEVICES

- If a student is a participant in an activity outside of the school day, cell phone use will be at the discretion of the coach or sponsor for that event. The coach or sponsor will be allowed to determine the rules for cell phone use during that activity. (All day wrestling and volleyball, FFA state convention, state track, regional music contest, play practice...etc.)
- Cell phone use shall be allowed at after-school events such as Prom, Homecoming, Jr. High dances, etc. unless it is disallowed by that event's sponsors or the administration.

PLEASE RETURN ONLY THIS SIGNATURE PAGE TO THE HEAD COACH/SPONSOR:

I have received a copy of the Rawlins County USD #105 Activity / Athletic Policy and will comply with all rules and regulations as stated.

Student Signature Date

Parent/Guardian Signature Date