

# ACTIVITY HANDBOOK FOR STUDENTS AND PARENTS

## I. INTRODUCTION:

It is the role of the Activities Department of Horton High School and Everest Middle School to enforce rules that govern the spirit of competition for the school. These rules need a broad basis of community support that is achieved through communication to the student and the parent. It is our hope to accomplish this objective with this Handbook for students and parents.

## STATEMENT OF PHILOSOPHY

### 1. Athletic Programs – General

All USD #430 athletic programs beginning at the seventh grade level are an extension of the high school varsity program and are under the direction of the head high school varsity coach. Throughout all levels, an appropriate progression of skills and concepts will be coordinated and reaffirmed. At all levels of instruction, an effort will be made to balance the emotional welfare of the individual, the needs of the team, and the physical requirements of the sport.

### 2. Athletic Programs – Middle School

At the middle school level, participation and equitable opportunity for skills development is encouraged with appropriate, not necessarily equal, playing time opportunities afforded all participants. Beginning at the 9<sup>th</sup> grade level of participation, the philosophy of playing time begins to shift focus, with more attention given to team success.

### 3. Athletic Programs – High School

At the high school freshman and junior varsity levels, equitable opportunity for individual skill development continues to be a priority; however, playing time opportunities are earned, reflecting the individual's level of skill, attitude, and commitment to program and team policies and expectations.

At the varsity level, high commitment is given to team and individual excellence, to include skills, strategies, and attitude. Varsity team status is awarded to those individuals who have best demonstrated achievement in these related areas.

## A. TO THE PARENTS:

This material is presented to you because your son/daughter has indicated a desire to participate in interscholastic activities and you have expressed your willingness to permit him/her to participate. Your family interest in our activity program is gratifying.

We believe participation in interscholastic activities provides a wealth of opportunities and experiences for each of our students to grow and develop. We are concerned with the educational development of our students through activities and feel a properly controlled, well-organized activities program must meet the student's needs. It is our responsibility to maintain a program that is sound in purpose and promotes each student's personal growth.

When your son/daughter chose to participate in our activity program, he/she committed our staff to certain responsibilities and obligations, which are:

- (1) to provide adequate equipment and facilities
- (2) to provide training in the fundamentals and skills of the activity
- (3) to provide trained personnel to supervise the activity
- (4) to provide contests controlled by qualified officials.

As parents of students who have chosen to participate in the extra-curricular activities of your school, you have also committed yourself to certain responsibilities and obligations. Among those are:

- (1) to support your son/daughter
- (2) to support the program
- (3) to support the training and behavior rules set forth in this handbook
- (4) to support the rules of good sportsmanship.

Remember, a student who elects to participate in activities is voluntarily choosing self-discipline and self-denial. These are the reasons we stress good training habits and citizenship. Failure to comply with the rules of training and conduct means exclusion from the activity. The concepts of self-discipline and self-denial are tempered by our responsibility to recognize the rights of the individual within the objectives of the activity. There is no place in our school activities for students who will not discipline their minds and bodies to rigorous competition on the playing field and in the classroom. We are striving for excellence and we must not compromise with mediocrity.

## B. TO THE STUDENTS:

Becoming a member of a Charger team is the fulfillment of many students' dream. The attainment of this goal carries with it traditions and responsibilities. These traditions were not built overnight; it takes the hard work of many people over a long period of time. As a member of a Charger team you have inherited a great tradition and we challenge you to uphold the tradition.

Our tradition is to play with HONOR. We desire to win, but only with honor to our student body, our school, and our community. Such a tradition is worthy of the best efforts from all concerned. In the past, our teams have achieved their share of league and tournament championships and many individuals have set records and won individual honors. It will not be easy to contribute to this tradition. When you wear the ROYAL BLUE AND WHITE, we want you to understand our traditions and be willing to assume the responsibilities that go with these traditions. The contributions you make should be an accomplishment that is satisfying to you and your family.

(1) Responsibilities to yourself: The most important responsibility is to broaden yourself and develop strength of character. You owe it to yourself to develop the greatest possible good from your school experiences. Your academic studies and your participation in extracurricular activities will prepare you for your life as an adult.

(2) Responsibilities to your school: Your school cannot maintain its position as an outstanding school unless you do your best in whatever activity you participate. When you participate to the maximum of your ability you are contributing to the reputation of your school. You are providing leadership to the school and community when you participate in any activity. So make the school and community proud of your efforts.

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## II. ACTIVITIES DEPARTMENT

### A. PHILOSOPHY

The activities program provides a variety of experiences to aid in the development of favorable habits and attitudes of students that will prepare them for adult life. The interscholastic program shall be conducted in accordance with existing USD 430 Board of Education policies, rules and regulations. While the Board of Education takes great pride in winning, it does not condone "winning at any price." It discourages any and all pressures, which might tend to neglect good sportsmanship and good mental health. At all times the interscholastic program must be conducted in such a way as to justify the program as an educational activity.

### B. GOAL AND OBJECTIVES:

OUR GOAL: THE STUDENT SHALL BECOME AN EFFECTIVE CITIZEN

OUR OBJECTIVES: THE STUDENT SHALL LEARN:

1. To work with others--in society a person must develop self-discipline, respect for authority and the spirit of hard work and sacrifice. The team and its objectives must be placed higher than personal desires.
2. To be successful--our society is very competitive. We do not always win, but we succeed when we continually strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. Develop a desire to excel.
3. To develop sportsmanship--to accept any defeat like a true sportsman, knowing we have done our best, we must learn to treat others as we would have others treat us. We need to develop desirable social traits, including emotional control, honesty, cooperation, and dependability.
4. To improve--continual improvement is essential to good citizenship. As a participant, you must establish a goal and you must consistently try to reach that goal. Try to better yourself in the skills involved whether on the playing field or in the classroom.
5. To enjoy participating in the activity-- it is necessary for the student to enjoy participating, to acknowledge all of the personal rewards to be derived from the activity, and to give sufficiently of themselves in order to preserve and improve themselves and the program.
6. To develop desirable personal health habits--to be an active, contributing citizen, it is important to obtain a high degree of physical fitness through exercise and good health habits, and to develop the desire to maintain this level of physical fitness after formal competition has been completed.

## III. GOVERNANCE:

### A. USD 430 BOARD OF EDUCATION:

The Board of Education is the ruling body for the South Brown County Public Schools as the community's representatives. The Board of Education's responsible for the following:

- (1) Interpreting the needs of the community.
- (2) Developing policies in accordance with State statutes and mandates and in compliance with the educational needs and wishes of the people of USD 430.
- (3) Approving means by which the professional staff may make these policies effective.

- (4) Evaluating the interscholastic activity program in terms of its educational value to the community.

### B. LEAGUE AFFILIATION

Horton High School and the Everest Middle School are volunteer members of ~~Area Leagues~~ the Northeast Kansas League. The leagues ~~were~~ **was** established for the primary purpose of promoting selected interscholastic activities among the member schools and the assurance of such advantages as may be gained by a union of effort. The leagues encourages member schools to improve their curricular programs. League membership facilitates the arranging of schedules, equalizing competition, conducting league meets, and determining league championships. The leagues provides our schools the opportunity for competition without excessive travel, and with schools of similar size and athletic philosophy. Membership implies abiding by league schedules, rules, and regulations. Member schools in the high school Northeast Kansas League include: HORTON, IMMACULATA, JACKSON HEIGHTS, JEFFERSON COUNTY NORTH, MAUR HILL-MOUNT ACADEMY, MCLOUTH, OSKALOOSA, PLEASANT RIDGE, and VALLEY FALLS. Member schools of the middle school ~~Oregon Trail~~ **Northeast Kansas** League include ~~Axtell, Centralia, Doniphan West, Everest, Frankfort, Nemaha Valley, Onaga, Saint Peter and Paul, Troy, and Wetmore.~~ **EVEREST, XAVIER, JACKSON HEIGHTS, JEFFERSON COUNTY NORTH, ST. BENEDICTS, MCLOUTH, OSKALOOSA, PLEASANT RIDGE, and VALLEY FALLS.**

### C. KANSAS STATE HIGH SCHOOL ACTIVITIES ASSOCIATION (KSHSAA):

All schools are voluntary members of the KSHSAA, and compete only with member (or associate member) school. As member schools, Horton High School and Everest Middle School agree to abide by and enforce all regulations established by the Association. The primary role of the KSHSAA is to maintain rules and regulations that ensure equity in competition for the student participants and a balance with other educational programs. The KSHSAA solicits input and is responsive to requests for rule modification from member schools, appointed committees, and coaches' associations. The KSHSAA solicits input and is responsive to requests for rule modification from member schools, appointed committees, and coaches' associations. The KSHSAA attempts to enforce such rules that assure the greatest good for its members and competition is conducted in an appropriate manner. TO BE ELIGIBLE FOR INTERSCHOLASTIC ACTIVITIES. THE STUDENT MUST MEET THE FOLLOWING CRITERIA:

1. ENROLLMENT-- A student must be enrolled in five or more subjects.
2. AGE-- Any student at Horton High who is nineteen prior to September 1, is not eligible but can appeal. Students who are fifteen prior to September 1 in the eighth grade and age fourteen in the seventh grade are not eligible but can appeal.
3. PHYSICAL EXAMS-- Students must have on file a signed statement by a practicing physician certifying the student is physically fit to participate in athletics, pompoms and cheerleading squads. The statement must also be signed by the parent (guardian) stating the student has the permission to participate. The student must also sign the physical. A signed concussion warning form must also be on file at the respective school.
4. NUMBER OF SEASONS-- A student shall not have more than four seasons of possible eligibility in grades nine through twelve. Students at the middle school have the first four quarters of eligibility in the seventh and eighth grade.
5. SCHOLARSHIP-- The student shall pass at least five (5) new subjects (those not previously passed) of unit weight the previous semester or the last semester of attendance at Horton High. Student shall pass at least five (5) new subjects (those not previously passed) of unit weight the previous

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quarter or the last quarter of attendance at the Everest Middle School to be eligible.

6. RESIDENCE-- A student who attends one class after enrolling is considered in attendance. Should the student transfer then application for participation must be made to the KSHSAA. Upon entering high school for the first time or the seventh grade, the student is eligible. If a student's parent(s) or legal guardian makes a bona fide move to a new residence in the vicinity of the new school to which the student transfers, the student is immediately eligible.

7. AWARDS-- May be provided but limited to traditional letters, medals, ribbons, or certificates to the students for outstanding achievement. No student shall accept an award from outside agencies as it relates to interscholastic activities. No cash or merchandise. The outside agency can give medals, ribbons, or certificates similar to those awarded by KSHSAA.

8. OUTSIDE COMPETITION-- A student who is a member of a school athletic squad may not participate as a member of an outside team or as an independent competitor in the same sport during the sport season.

## IV. REQUIREMENTS FOR PARTICIPATION:

A. PHYSICAL-- A yearly exam, taken after May 1 of the previous school year is required and is to be on file in the Activity Director's Office, prior to participating in any practice.

B. EMERGENCY MEDICAL AUTHORIZATION Each student's parent(s) by signing the physical examination sheet providing the student permission to compete has given permission to secure treatment for the student in cases of injury.

C. PARENTAL ACKNOWLEDGMENT OF ACTIVITY POLICIES-- Upon entering high school or middle school or at the time the student tries out for an activity, he/she will be presented with this HANDBOOK containing necessary forms and information for participating in the activity. Additional forms may also be required by the coach. Each parent or guardian shall read all of the enclosed material and certify that they understand the eligibility rules and policies of the school district. **This signed document will be filed in the Activity Director's office before the student will be allowed to participate in the activity.**

D. INSURANCE-- The school district does not carry insurance to cover school time activities and extracurricular activities. Therefore, the parents have an option to purchase insurance or need to possess a family insurance plan.

E. SCHOLASTIC ELIGIBILITY-- Each student must have satisfied all of the scholastic eligibility requirements (set by the KSHSAA, Horton High School, or Everest Middle School) prior to participation in the activity.

F. BEHAVIOR ELIGIBILITY-- In order to be eligible for participation, the student must be a bona fide undergraduate member of our school and in good standing. A student who is under penalty of suspension or whose character or conduct brings discredit to the school or to the student, as determined by the principal, is not in good standing and is ineligible for a period of time as specified by the principal. Students and parents are accorded due process in this determination and may exercise this right if they disagree with the decision of the principal.

G. RISK OF PARTICIPATION-- All students and parents must realize the risk of serious injury which may result of athletic play. Horton High School and the Everest Middle School will use the following safeguards to make every effort to eliminate injury:

(1) Coaches may conduct a parent and student meeting, prior to the start of the season to fully explain the athletic policies and to advise, caution, and warn parents/students of the potential for possible injury.

(2) The coaching staff is knowledgeable in the most up-to-date techniques and skills to be taught in their assigned sport.

(3) Instruct the students about the dangers of participation in the particular sport and their responsibility to follow safety procedures.

(4) A signed concussion warning form must be on file in the Activity Director's Office, prior to participating in any practice or any game. ~~on file at the respective school prior to participating in any practice.~~

H. EQUIPMENT-- All students are responsible for the proper care and security of equipment issued to them. School furnished equipment is to be worn only for contests and/or practice. All equipment not returned in good condition at the end of the season will be subject to a financial penalty. In order to maintain eligibility in extracurricular activities, students must return school owned equipment within one week following the conclusion of that activity.

## V. ACTIVITY CODES OF CONDUCT/ACTIVITY STANDARDS:

### A. CONDUCT OF THE PARTICIPANTS:

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of our schools. The school administrators and the teaching/coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining a sound program of extracurricular activities. The welfare of the student is our major consideration and transcends any other consideration. All participants shall abide by a code of good conduct. Any conduct that results in dishonor to the student, the team, or the school will not be tolerated. Acts of unacceptable conduct in the classroom or the community will not be tolerated. Such acts including but are not limited to, conviction of vandalism, theft, disorderly conduct, violations of law, or abusive behavior to others will be considered to be violations of good conduct.

PENALTIES FOR VIOLATION--due to the serious nature of this rule the coaches/sponsors involved, the Activities Director, and the Principal shall meet and determine the penalty according to the degree of the infraction and district policy guidelines.

### B. TRAINING RULES OF INDIVIDUAL COACHES/SPONSORS

Coaches/sponsors may establish rules and regulations (guided by district policy) with the approval of the Activities Director and/or the Principal. These rules pertaining to a particular activity must be given in writing by the coach/sponsor to all participants and explained fully at the start of the season. Penalties for violation of team rules will also be in writing and shall be administered by the coach/sponsor. Copies of all additional team rules are on file in the Activity Director's office.

## ATHLETIC PROGRAM STANDARDS

### (Expectations of Parents and Athlete)

1. Students are required to attend all of the school day to participate in any school-sponsored activity (practice or games/contests). Acceptable exceptions to this rule are verifiable absences for doctor, lawyer, and court appointments, funerals, or at the discretion of the principal.

2. For absences from program activities (practices/matches/meetings-other assigned functions), the 1st unexcused absence will result in a written warning and extra conditioning for the missed practice; the 2<sup>nd</sup> unexcused absence will result in extra conditioning and removal from the next competition; the 3<sup>rd</sup> unexcused absence will result in dismissal

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from the squad for the rest of the season. *An unexcused absence is any absence (except for sickness, ISS or OSS) where the Head Coach is not personally notified and approves the absence in advance.*

3. Following a contest, athletes are obligated to the program until released. There will be times (for instructional purposes) that a team meeting will follow a contest.

4. It is the school's responsibility to transport participants in a school-approved vehicle both to and from out-of-town events. In addition to safety considerations, the district deems team travel to be important educational time, and thus asks parents to keep alternative transportation requests confined to return trips.

Arrangements may be made for alternative transportation after games or events when:

- a. Parents or guardians may sign the signature sheet at the event and make personal contact with the coach or principal that they will be taking their student home.
- b. A student may be released to an immediate family adult member (adult siblings, parents/guardians, grandparents) or adult family friend after the event, if and only if, the parent/guardian has sent prior written approval to the coach and principal before leaving school property to travel to the event or game. The said relative or family friend will still be required to make personal contact with the coach or principal at the game/event and sign the student out on the signature sheet provided by the district.

5. Athletes are expected to be **on time** for all team functions.

6. Each athlete is expected to **support the team** and program. This includes being in attendance, when required, for contests that either precedes, or follow, his/her own. Additionally, negative behaviors towards teammates will not be tolerated.

7. **District chain of command:** All parent/athlete concerns must first be communicated/directed to the coach or sponsor. In the event satisfaction does not occur, the second step is to the athletic director or school principal. Subsequent steps may be received by the superintendent and, lastly by the school board.

8. **Parent concerns should be addressed via an appointment** convenient for both parent and coach. It is not appropriate to address these concerns immediately preceding, during, or following a practice or contest (a public state, particularly when emotions are high, does not promote positive resolution).

9. **Academic eligibility will be maintained.**

## **Everest Middle School KSHSAA Eligibility Requirements**

Everest Middle School students must meet all eligibility requirements of the Kansas State High School Activities Association in order to participate in interscholastic activities. Students must meet the following prerequisites:

- ❖ Passed five subjects of unit weight the previous quarter.
- ❖ In good standing at school-students who are in-school or out-of-school suspended are not in good standing.
- ❖ Have a signed physical form on file at school-physical forms are available from the school. A student will not be allowed to practice or play in a game until the form is on file.

- ❖ The cost of this physical is to be paid by the student.

- ❖ A signed concussion warning form must be on file at the respective school. A student will not be allowed to practice or play in a game until the form is on file.

Students must realize that deliberate misbehavior, destruction of property, or unexcused absences can cause them to lose their good standing and as a result, their eligibility to participate in interscholastic activities.

In addition to the KSHSAA regulations, eligibility is determined weekly on the last day of the school week. If a student is failing one or more subjects, the student is ineligible for the sport or activity for following week, Monday through Saturday. What students that are ineligible do during practice time is at the discretion of the Head Coach. They might attend after school tutoring, attend practice, participate in practice, or whatever the Head Coach has explained at the beginning of practice.

## **Horton High School KSHSAA Eligibility Requirements**

Horton High School students are encouraged to be involved in extra-curricular activities. This, however, is a privilege, that comes second to academic achievement. HHS teachers are committed to helping each student reach their academic potential, but the teachers expect students to take responsibility for completing assigned class work. A confidential list of students who are failing one or more courses will be generated from the office every other Friday. Mentor Teachers will have access to this list and work with those students to move toward a non-failing grade.

A student may be ineligible due to behavioral infractions, office obligations, and for excessive unexcused absences (five in a semester). These students will need to meet with the principal and will be eligible after completing two weeks with no unexcused absences. Further unexcused absences will lead to reassignment to ineligibility. Participation in extra-curricular activities will be allowed immediately when fees/library/office obligations have been met. Students who are enrolled in a class, which has required performances, will be allowed to perform to meet the class requirements.

## **Eligibility Requirements-KSHSAA**

Horton High School and the Everest Middle School students must meet all eligibility requirements of the Kansas State High School Activities Association in order to participate in all interscholastic activities. Students must meet the following prerequisites:

- ❖ Passed five subjects of unit weight the previous semester at Horton High.
- ❖ Passed five subjects of unit weight the previous quarter at Everest Middle School.
- ❖ Enrolled in five subjects of unit weight during the current semester.
- ❖ In good standing at school-students who are in-school or out-of-school suspended or on probationary status are not in good standing.
- ❖ Have a signed physical form on file at school-physical forms are available from the school. A student will not be allowed to practice or play in a game until the form is on file. The cost of this physical is to be paid by the student.

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- ❖ A signed concussion warning form must be on file at the respective school. A student will not be allowed to practice or play in a game until the form is on file.

Students must realize that deliberate misbehaviors, destruction of property, or unexcused absences can cause them to lose their good standing, and as a result, their eligibility to participate in interscholastic activities.

10. **Squad placement** is directly tied to skills, attitude, individual commitment, adherence to program policies, and team position needs. Varsity status will be given to the most competent players in the program based on these qualities, with no preference given according to the age or grade of the participant.

11. **Playing time** is based on the athlete's demonstration of required skills and attitudes. Distribution of time will be more equitable at the development levels, with increased selections occurring towards the varsity level.

12. **Game day dress** will be set, in advance, and adherence is expected of each individual. At all times, appearance will be neat and clean in a manner appropriate to the activity. Jewelry is not acceptable during contests, and hair must be worn in such a manner that it will not interfere with performance or safety.

13. **Meal policy:** Meals will be the responsibility of the participant (either bring money or a sack lunch) unless the participant is notified prior to leaving for the event, the district/booster club will provide the meal. Keep in mind; no meals or drinks will be consumed on the bus while the bus is in motion.

14. The participant will **conduct him/herself** in a representative manner at all times. Representative conduct is defined as conduct which is fair, ethical, and honorable, and that which brings credit to the individual, program, school, or community.

15. Appropriate **bus, dining, and lodging behavior** are expected when traveling to activities.

16. Regular and **reasonable evening hours** will be maintained as dictated by family, and good mental, moral and physical health. More specific curfews will be communicated as appropriate to the situation.

17. Any equipment or supplies checked out to students is the sole responsibility of the student and parent/guardian. It is understood that normal wear and tear is expected by using the equipment. Failure to return equipment or supplies in good condition will justify payment for replacement costs. Various activities may require participants and parents to sign a contract with the district stating they understand this policy and will follow its guidelines. Failure to pay any damages incurred will cause student to be ineligible for any further district activities, until said damages are paid.

18. The awarding of high school **athletic letters** reflects either participation in a significant number of varsity contests, or a significant performance contribution at the varsity level. Manager/trainer/statistician letters may be awarded based on significant contribution. **Everest** Middle School recognition is based on completion, in good standing, of the sports season, with recognition consisting of a Certificate of Participation.

19 **Drug, Alcohol, Tobacco & Criminal Offense:** If any student athlete/activity participant, during the season of practice and/or

competitive play is: 1) referred to law enforcement authorities by school officials for school rule violation as a criminal offense, or 2) arrested for a felony or Class A or Class B misdemeanor at or away from the school, and the violation is substantiated by a law enforcement official, faculty member, or school administrator, the following penalties will apply:

### First Violation:

Upon completion of a hearing, to be held within a reasonable time, not to exceed five (5) school days, with the A.D. and/or principal, coach/sponsor, parent or guardian, and student participant, the student participant will lose eligibility for the following event in which he/she would normally participate. Participant will continue to practice as indicated by coach/sponsor.

### Second Violation:

Upon completion of a hearing, to be held within a reasonable time, not to exceed five (5) school days, with the A.D. and/or principal, coach/sponsor, parent or guardian, and student participant, the student participant will lose eligibility for the remainder of the season. Counseling is highly recommended with all costs paid by the student participant.

### Third Violation:

Upon completion of a hearing, to be held within a reasonable time, not to exceed five (5) school days, with the A.D. and/or principal, coach/sponsor, parent or guardian, and student participant, the student participant will lose eligibility for the remainder of the school year. The participant must seek counseling at (his/her expense) to become eligible for any activities the following year. There must be written proof of attendance and successfully following the recommendations from the counseling or other decided remedy.

20. Additional player expectations, more specific to the activity or level of play, may be required of team members. These expectations will be provided in writing and are considered binding.

21. The participant will abide by all rules of USD #430 and the Kansas State High School Activities Association.

22. Any willful disregard of the above policies may lead to immediate suspension or dismissal from the program.

23. **Before the athlete is permitted to participate** in any practice **required Physical Examination and Medical Record form** and District concussion form must be completed, signed, and submitted to the Activities Director. Before a student is allowed to participate in competition, the district **Activities Handbook Parent/Student Sign off Sheet** must be completed, signed, and submitted to the Activities Director.

## VI. BASIC ACTIVITY POLICIES:

A. Quitting a sport/activity should be discouraged but if it is necessary the following procedure is to be used:

- (1) consult with the head coach or sponsor of the activity
- (2) report your situation to the Activities Director
- (3) check in all equipment issued to you.

B. Transferring from one sport to another during the season is discouraged but if the coaches or sponsors agree to the transfer it will be approved.

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C. Any equipment or supplies checked out to students is the sole responsibility of the student and parent/guardian. It is understood that normal wear and tear is expected by using the equipment. Failure to return equipment or supplies in good condition will justify payment for replacement costs. Various activities may require participants and parents to sign a contract with the district stating they understand this policy and will follow its guidelines. Failure to pay any damages incurred will cause student to be ineligible for any further district activities, until said damages are paid. Equipment checked out by the student is the responsibility of the student. Any lost and/or damaged equipment will be assessed at the replacement value.

D. Attendance at practice is a must, if the student is going to be late or miss practice he/she must contact the coach/sponsor of the activity. The coach will determine the penalty for late arrival or missed excused practices.

E. Coaches may require all students to ride to and from out of town activities in transportation provided by the school. Exceptions may be allowed with the approval of the coaches/sponsors, and/or the administration. No student will be allowed to travel with anyone other than the parent or family friend.

F. Dual Sport Participation:

(1) Students who want to compete in more than one sport or activity during a single season must declare a priority sport or activity.

(2) The student must attend all required practices at regularly scheduled times for the declared priority sport or activity as well as meet any other requirements as stipulated by the coach or sport policy.

(3) Students may make an agreement with another coach or sponsor of the non-priority sport or activity to attend practices or meetings when the priority sport is not in session. (This must be under direct supervision of the coach)

(4) If competitions or performances are in conflict, (have same dates and times of competition), the priority sport will take precedence for participation by the student.

(5) If coaches and student cannot come to a specific agreement, then the principal will make a decision on the conflicting points. If this is not suitable to the involved parties, then the next step would be the Superintendent of Schools and the Board of Education, who would have the last say.

G. Students who are participating in any activity, including practices, will be in school **all day** of the event, unless excused by the building principal.

H. Vacations by students during the season are discouraged. In the event of an absence due to a vacation is unavoidable, the student must contact the coach/sponsor and adhere to the following requirements:

(1) practice one day for each practice or contest missed prior to resuming competition.

(2) be willing to assume the consequences related to their status on the squad.

(3) school vacations (Labor Day, Thanksgiving, Christmas, or Easter) do not apply. No one will be penalized for going on a family vacation during these scheduled breaks.

I. Report all injuries to the coach/sponsor. If the injury requires medical attention by a doctor or hospital, it will be necessary to have an injury report form completed. Once a student is treated by a physician, the student must obtain the physician's permission to return to the activity.

J. Rules in the locker room are:

(1) no roughhousing, throwing towels, or other objects.

(2) no hazing of other students.

(3) no glass containers are permitted.

(4) all spiked/cleated shoes must be put on and removed outside the building.

K. Positions as student managers in Horton High School activity/athletic programs are limited to **Horton High School students only**. Manager positions for the Everest Middle School activity/athletic programs are limited to **Everest Middle School seventh and eighth grade students**.

## VII. LETTERING POLICY:

### A. VARSITY LETTERING REQUIREMENTS OF HORTON HIGH SCHOOL:

The varsity award shall be presented to a participant who satisfies the requirements (minimum) as listed below, completes all team/squad obligations, and receives the recommendation of the coach/sponsor. (In unusual circumstances, the coach/sponsor may recommend a waiver of these requirements)

1. FOOTBALL: Participate in 50% of the varsity quarters or play a specialist position (punter, kicker, etc) in 50% of the varsity games.

2. VOLLEYBALL: Participation in 50% of the varsity games.

3. CROSS COUNTRY: Participation in 50% of the varsity meets in the regular season, or place in the top ten in the league meet, or place in the top fifteen at the regional meet or qualify for the state meet.

4. BASKETBALL: Participation in 50% of the varsity games.

5. TRACK: (1) earn a total of 30 points; (2) set a school record, place in the league, regional or state meet.

6. GOLF: Participation on the varsity team in 50% of the matches or medal in a varsity meet, or qualify for the state meet.

7. CHEERLEADING/DANCE TEAM: Meet 80% of the contest and practice requirements.

8. FORENSICS: (excluding school play/musical) Participation in varsity competition and having placed in the top four in at least 50% of the regular season meets including regional, or qualify for the state meet.

9. SCHOLARS' BOWL: Participation in assigned number of meets and attends 80% of required practices.

10. BAND: Students must earn 85% of the points available at required performances. The points are earned successful performance at each event including, but not limited to, proper attire, behavior, and participation.

11. VOCAL MUSIC: A total of 20 pts. earned from participation in concerts and choir tour, must participate in league and regional music festivals or qualify for state music contest.

12. POWER LIFTING: Compete in three or more meets; place in two meets; medal at the state meet; or participate in weightlifting all four years of high school.

### B. LETTERING IN ALL ACTIVITIES:

1. An individual who moves to the varsity level of competition will letter provided the student has met the requirements.

2. A coach/sponsor will have the prerogative to letter a senior who has not met the seasonal requirements for lettering, if the senior has been a participant in good standing all four years.

3. Any student who is a varsity member who is participating regularly and was injured may be awarded a letter if in the coach/sponsor's judgment the student would have met the lettering requirements.

4. The student completes the season in good standing with the school and the coach/sponsor.

### C. AWARDS:

1. FIRST YEAR AWARDS: Chenille letters with a gold service bar, an emblem signifying the activity, and a certificate will be

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given. (NOTE: Should the student receive a chenille letter in another activity, he/she will not receive a second chenille).

2. SECOND, THIRD AND FOURTH YEAR AWARDS: Gold service bar and certificate.

D. Students that complete an activity at the Everest Middle School will receive a Certificate of Participation.

## VIII TRYOUTS vs. NO-TRYOUTS

USD #430 has a variety of activities for students to participate in during the school year. A majority of these activities do not require tryouts while a few do require tryouts to be part of the squad.

The list below indicates which activities require or don't require tryouts.

### NO TRYOUTS REQUIRED

| <u>Activity</u>               | <u>Grades</u> |
|-------------------------------|---------------|
| Football                      | HHS/EMS       |
| Cross Country                 | HHS           |
| Volleyball                    | HHS/EMS       |
| Basketball (Boys)             | HHS/EMS       |
| Basketball (Girls)            | HHS/EMS       |
| Track                         | HHS/EMS       |
| Golf                          | HHS           |
| Power lifting                 | HHS           |
| Cheerleader                   | EMS           |
| Scholar's Bowl/Knowledge Bowl | HHS/EMS       |
| Kay's                         | HHS           |
| Forensics                     | HHS           |

### TRYOUTS REQUIRED

| <u>Activity</u> | <u>Grades</u> |
|-----------------|---------------|
| Cheerleader     | HHS           |
| Dance Team      | HHS           |
| Winter Play     | HHS           |
| Spring Play     | HHS           |

## IX Pay to Participate (Not Pay to Play)

The district may charge a fee for a student to participate in an activity. This fee is assessed to help finance the activity. It is NOT a "pay to play" fee.

## X. Travel Teams

Teams, which travel to away activities, may need to select a travel team. The size of these travel teams will be regulated by the amount of space on bus/van/car, which transports them to the activity. All participants must keep in mind not everyone may travel to away activities.

## XI What You Can Expect of the Program and Coach

1. A safe environment will be provided, to include the monitoring of situations that might cause physical or emotional harm to the participant.

2. The coach will maintain high expectations of both self and athletes, with consideration given each individual participant. In addition, the coach will subscribe to district policies and expectations.

3. Both the individual and team will be provided a competitive experience.

4. Individual physical development is a priority, to include strength, cardiovascular fitness, agility, and injury prevention.

5. The coach will strive to progress his/her own coaching education.

6. The coach will facilitate player development during the off-season, and at the same time will support student involvement in other activities.

7. An appropriate progression of skills and strategies will be taught.

8. The coach will foster open and clear communications with participants, parents, and community, providing written communication relative to schedules and specific program expectations.

9. The coach will treat each participant with respect, balancing both team and individual needs.

10. Player evaluation and decisions will be based on the participant's adherence to program standards, on measurable performance criteria, and as dictated by team objectives.

11. The coach will teach, model and encourage life-related skills and attitudes, such as respect, character, responsibility, teamwork, sportsmanship, honor, winning and losing, hard work, self-discipline, assertiveness, loyalty, citizenship, commitment, pride and sharing.

