

USD 405 – LYONS
ATHLETICS & ACTIVITIES HANDBOOK
2023-2024

CHARACTERISTICS OF A SUCCESSFUL ATHLETIC PROGRAM

(By GARRETT WHEATON—Retired Coach and Athletic Director at Lyons High School)

- 1. COACHES WHO CARE**
- 2. GOOD STUDENT PARTICIPATION**
- 3. COACHES WHO CARE**
- 4. WELL ORGANIZED**
- 5. COACHES WHO CARE**
- 6. INDIVIDUAL ATTENTION**
- 7. COACHES WHO CARE**
- 8. ALWAYS A POSITIVE APPROACH**
- 9. COACHES WHO CARE**
- 10. DISCIPLINED PERFORMANCES**
- 11. COACHES WHO CARE**
- 12. ROLE MODEL AWARENESS**
- 13. COACHES WHO CARE**
- 14. PRIDE IN ACADEMIC ACHIEVEMENTS**
- 15. COACHES WHO CARE**

CHARACTERISTICS OF SUCCESSFUL AND PRODUCTIVE CLUBS:

- 1. Effective group communication**
- 2. Organization**
- 3. Plan ahead, Time Management**
- 4. Total Group Involvement & Ownership**
- 5. Remain Active & Busy**
- 6. Leaders willing to give of the time**
- 7. Enthusiastic members & sponsors**

For a current list of USD 405 Athletic Personnel, go to: usd405.com

THE IMPORTANCE OF ACTIVITIES

By KSHSAA AD HOC COMMITTEE – 1976–77

A strong activities program can and should complement a school's academic program. Activities are an integral part of the total curriculum of Kansas schools. A well-balanced activities program provides the opportunity for physical, social, and emotional development complementing intellectual growth.

Participation in school activities encompasses all students without regard to sex, race, or creed and teaches that it is a privilege and an honor to represent one's school. Interscholastic activities constitute a part of the right kind of "growing up" experience for poise and confidence, achieve tolerance and understanding of others and gain the self-satisfaction of accomplishing goals. Under a well-administered school program, students and spectators become better citizens through participation and observation of activities conducted under established rules.

It is the duty of the member schools, through their Activities Association, to maintain an appropriate balance between the academic and activities program offered.

STATEMENT OF PHILOSOPHY

We believe that the opportunity for participation in a wide variety of student-selected activities is a vital part of the student's educational experiences. Such participation is a privilege that carries with it responsibilities to the school, to the activity, to the student body, to the community and to the students themselves. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his or her education.

Lyons High School student activities are considered a supplement to the school's program of education which strives to provide experiences that will help to develop boys and girls physically, mentally, socially, and emotionally.

The activities program shall be conducted in accordance with existing USD #405 Board of Education policies and rules and regulations. It shall be available to all students who demonstrate an interest in participation, regardless of their individual abilities or their sex, race or creed.

The Lyons High School Activities Program shall provide a variety of experiences to aid in the development of favorable habits and attitudes in students that will prepare them for adult life in a democratic society.

OBJECTIVES OF PARTICIPATION

1. To provide a positive image of school activities at Lyons High School
2. To strive always for performance excellence that will produce winning teams within the bounds of good sportsmanship and mental health of the student.
3. To ensure growth and development that will raise the number of individual participants and increase spectator attendance.
4. To provide opportunities that will allow the program to serve as a laboratory where students may cope with problems and handle situations similar to those encountered under conditions prevailing in the contemporary world.

The following should be provided for:

- A. Physical, mental, and emotional growth & development
- B. Acquisition and development of special skills in activities
- C. Team play with commitments of loyalty, cooperation, fair play

- D. Directed leadership and supervision that stresses self-discipline, self-motivation, excellence, and good sportsmanship
 - E. A focus of interests on activity programs for students, faculty, and community that will generate a feeling of unity.
 - F. Achievement of goals as set by team, school, and individual
 - G. Provisions for worthy use of leisure time in later life
 - H. Participation by the most skilled that will enable these students to expand possibilities for future vocational pursuits
5. To provide a superior program of student activities for all students.
 6. To provide opportunities for students to experience success and to learn how to win and lose.
 7. To develop high ideals of fairness in all human relationships.
 8. To be socially competent and operate within a set of rules.

KANSAS STATE HIGH SCHOOL ACTIVITIES ASSOCIATION (KSHSAA)

<https://www.kshsaa.org>

Click on “Handbook” on the right-hand side

COACHING CLINICS MUST OBTAIN PRIOR APPROVAL

Coaches will be allowed \$175 for one sport per coach to attend coaching clinics, and \$150 for each sport per coach per year if they coach more than one sport. Clinic registration and lodging arrangements should be made through the Activities/Athletic Director. Coaches will be reimbursed for attendance at clinics in their sport or activity at the discretion of the Activities/Athletic Director. Vouchered expenses for registration, travel, and lodging. Meals will be reimbursed at \$10 per meal with the proper receipt.

CERTIFICATION

All new coaches will be encouraged to take LEVEL I COACHING CERTIFICATION COURSE or have taken the equivalent in college which will be paid by USD 405.

USD 405 JOB DESCRIPTION FOR HEAD COACHES

JOB GOAL: To instruct students in the fundamental skills, strategy and training necessary for them to realize a degree of individual and team success. At the same time, the student shall receive instructions that will lead to the formation of moral values, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence. Community/parent pressure for winning is taxing but must not over-ride the objectives of good sportsmanship and good mental health.

Qualifications:	Teaching certificate preferred Knowledge of the fundamentals of the activity or event Knowledge of KSHSAA rules and regulations Knowledge of USD 405 policies and expectations Ability to organize and supervise a total sports or activity program
Basic Responsibility:	To coach the activity or event
Reports To:	USD 405 Administration
Supervises:	Students and Assistants

Performance Responsibilities:

1. Supervise students during scheduled practices and performances.
2. Stay informed on new techniques or concepts as it pertains to the assigned area of responsibility
3. Inventory and maintain equipment and uniforms.
4. Anticipate any immediate and long-range needs for the program and submit requests for purchases accordingly.
5. Be responsible for coaching and modeling good sportsmanship and citizenship as defined by KSHSAA.
6. Provide a safe, educational, competitive environment for both practices and performances.
7. Communicate effectively with the school office, media and parents.
8. Mentor the assistants and evaluate when necessary.
9. Accept the leadership responsibilities demanded of the position of head coach.
10. Maintain the physical well-being of the students in all areas pertaining to the designated area of responsibility.
11. Request transportation, lodging and meal stipend.
12. Any other responsibility that falls within the domain of the assigned area and not involving maintenance of the facilities, fund raising, administration of the event, or procuring and maintaining vehicles.

Key Working Relationships:

1. Maintain a working relationship with other coaches
2. Be a role model for students and athletes at all times.
3. Maintain a professional relationship with the administration and parents.

GUIDELINES FOR ASSISTANT COACHES

Pre-Season

1. Assist head coach at sign-up and information meetings.
2. Attend pre-season parent meeting.
3. Assist in issuing equipment.
4. Meet with team to discuss rules and regulations.
5. Meet with head coach to go over plans for season.
6. Other duties assigned by head coach.

During Season

1. Assume responsibility for care of equipment and facilities.
2. Assume supervisory role of participants.
3. Be in attendance at all contests and practice sessions.
4. Emphasize safety precautions.
5. Support head coach.
6. Other duties assigned by head coach.

Post Season

1. Assist in return, storage, and inventory of issued equipment.
2. Recommend facility maintenance and improvements.
3. Recommend schedule changes.
4. Recommend equipment to be purchased
5. Attend event for which end-of-season awards are given.
6. Assist with any post-season stats.
7. Go over assistant coach evaluation with Head Coach or Activities Director.
8. Other duties assigned by head coach.

GUIDELINES FOR RULE 10 COACHES

1. Prior to the first practice, you should have signed a supplemental contract with USD 405, been approved by the KSHSAA, and met with the Activities Director.
2. Familiarize yourself with the content of the Coaches Handbook, Parent/Student Handbook, and the rulebook in the activity that you are coaching.
3. Meet with the head coach to understand his/her philosophy, expectations and job responsibilities. This should be done prior to the first practice.
4. Meet with the Activities/Athletic Director to discuss philosophy and expectations for the job. This should be done prior to the first practice.
5. Receive First Aid training through an ASEP course or another approved First Aid course.
6. Receive CPR training. Turn in a copy of your certificate to the Activities Director.
7. Keep a daily time sheet of hours spent in the capacity of being a coach. This does not include planning time. This should be turned into the Activity Director prior to turning in your time sheet at the regular times as requested by the FEC.
8. Conduct yourself in a professional and sportsmanlike manner at all times. Dress professionally. Be a role model for the young people you are serving.
9. Instruction to players should be positive and encouraging.
10. Instruction and conversation should heighten the self-esteem of the participants.
11. Supervise locker room, gym, lobby, etc. When necessary, coordinate a schedule with the head coach.
12. Regularly conference with the head coach regarding practice schedule, game plan and other related responsibilities.
13. Be punctual to practice, games, or other related activities.
14. Support the head coach and other assistant coaches.
15. If unusual events or circumstances take place, report this to the head coach. Keep in constant communication with other coaches and activities director.
16. At the end of the season, assist the head coach in post season responsibilities such as equipment check-in, award recognition, and inventory.

COACHES CODE OF ETHICS –
NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATION

<https://www.nfhs.org/nfhs-for-you/coaches/coaches-code-of-ethics/>

USD 405 & LYONS HIGH SCHOOL
POLICIES AND REGULATIONS

1. **PARTICIPATION LIST:** Squad and managers list to the office immediately after the first practice session.
2. **SCHOOL ATTENDANCE:** Students must be in attendance at school during 5th, 6th, 7th, & 8th periods to participate in practices or scheduled activities. Prior known excused absences will be handled on an individual basis.
3. **BUILDING and FACILITIES USE:** Check with the principal for unscheduled practices. No Sunday or Wednesday night practices without prior approval.
4. **SUNDAY MEETINGS:** No Sunday called meetings with students w/o prior approval
5. **DOORS & LIGHTS:** Doors to coaches' offices and training room must be locked when coaches leave the building. ALL LIGHTS AND FANS ARE TO BE TURNED OFF AFTER PRACTICE. Use north dressing room doors after 11:00 p.m.
6. **SUPERVISION:** All students must be supervised while participating or on field trips for LHS. Practice sessions must be in area where a coach can see students. DO NOT LEAVE THE DRESSING ROOM UNSUPERVISED AT ANY TIME. DO NOT LEAVE STUDENTS ALONE AT SCHOOL AT NIGHT – WAIT UNTIL THE LAST STUDENT-ATHLETE HAS LEFT BEFORE LEAVING.
7. **PARKING:** Students must park in the parking lot in front when school is in session, when contests are being held, and for morning practices.
8. **DISMISSAL OF SQUAD MEMBER:** Contact parent following first offense and notify the AD and principal before dismissal on permanent basis. Follow due process guidelines.
9. **MEAL MONEY:** No meal money will be allowed except for KSHSAA sponsored post-season contests and all day activities that students would miss a meal served at school at \$10 per meal. Meal money will be allowed for tournaments that reimburse for meals.
10. **LOSS OF SCHOOL TIME:** Coaches and sponsors must turn in a list of students/staff who will be missing class time. General rule – once per week for coach and student for activities unless approved by principal. Exception – for rescheduled activities or schedule necessities. CLASS WORK SHOULD BE MADE UP PRIOR TO LEAVING FOR AN ACTIVITY.
11. **IN-SCHOOL SUSPENSION (ISS):** Students will not be allowed to participate in scheduled activities until they have satisfactorily completed the ISS assignment. Once they have satisfactorily completed the ISS they will be eligible to complete in scheduled activities at the end of the school day.
12. **SCOUTING:** School vehicles should be available and are preferred.
13. **CLINICS:** Turn in a request to the AD. See Coaching Clinics on page 8.
14. **TRAINING ROOM:** Coaches are responsible to keep the training room clean of tape, equipment, trash.
15. **WEIGHT ROOM:** Coach must be in weight room area for supervision. Proper instructions and supervision must be given to students. Weight room must be locked when leaving.
16. **COMPENSATION TO STUDENTS:** Coaches shall not provide money for students to enter off-season events, camps, and memberships in clubs or for use in improving in a particular sport.
17. **NATIONAL SAFETY COUNCIL FIRST AID:** The district requests that all coaches take the course (8 hours) every 2 years. The district will pay the cost.
18. **TRAVEL TO and FROM EVENTS:** All students associated with a squad must go and return by school transportation unless there is an emergency or permission is granted prior to the trip.
19. **DRIVING BUSES:** Head coaches should not drive buses (above 19 passengers) to activities unless the need is present.

20. **SPECIAL TREATMENT:** Treats should be given to all members of a specific squad when treated by a coach, parent or organization.
21. **OFF-SEASON WEIGHT TRAINING:** Must be held at a time other than when current teams are holding practices unless permission is granted by AD.
22. **OFF-SEASON MEETINGS:** Must have approval of in-season coaches. Coaches shall not put pressure on students involved in current season.
23. **QUITTING AN ACTIVITY:** Students may not quit one activity and go out for another during any one season after they have participated in a contest. Exceptions must have approval of principal and AD.
24. **DAILY PRACTICE:** Only 1 practice per day may be held during school days unless the principal grants permission otherwise.
25. **PERFORMANCE and PRACTICE:** During heavy scheduled activities, scheduled performances will take precedence over practice time if students are involved in more than one activity at the same time.
26. **EQUIPMENT/CLOTHING CHECK-IN:** Student-athletes must have all equipment and clothing items checked in for the previous season before being eligible for participation in interscholastic competition the next season.

ATHLETIC / ACTIVITY DEPARTMENT **POLICIES AND REGULATIONS**

1. **PUBLICITY:** Lyons Daily News, Hutchinson News, Wichita Eagle, Great Bend Tribune, Salina Journal, Booster Club
2. **SUPPLIES:** Under \$15 no request needed; otherwise contact AD. Use local merchants when possible. Bring ticket to AD.
3. **SHOES, T-SHIRTS, ETC.:** Handled by coach. **DO NOT PUT ON SCHOOL ACCOUNT.**
4. **EVALUATIONS:** Conducted at the end of each season. Head Coaches to be evaluated by the AD and Assistant Coaches by the head coaches under the following steps: **Once in each of the first and second years of being a head coach or assistant coach for each sport. Once in year 4 and year 6 and the once every fourth year afterwards. (Your experience in USD 405 would be grandfathered in.) A coach may be evaluated more frequently if a concern arises.** Evaluations are kept on file at the FEC.
5. **TRANSPORTATION:** Notify AD at the beginning of the season on form provided.
6. **RECORD BOOK:** In AD office. Head coaches must supply information as per handout.
7. **RECOGNITION NIGHT:** After fall, winter and spring seasons as arranged by the individual head coach. All athletes and coaches should attend. All awards are given at the end of the year at the Athletic Awards Program in May.
8. **HANDBOOK OR HANDOUT:** Each head coach will supply each squad member with written communication concerning rules governing his/her sport (training rules, practice hours, care of equipment, discipline procedures, lettering requirements, etc.) A copy should be mailed to the parents.
9. **INSURANCE:** USD 405 does carry school insurance. Parents can purchase insurance through the school. The office has information.
10. **EQUIPMENT:** Must be cleaned and stored following your season. Inventory to AD during the evaluation conference.
11. **COMPLIMENTARY TREATS:** Activity or athletic squads should not accept or solicit free drinks or food from business organizations. Parents, coaches or Booster Club may treat squads.
12. **COLLEGE RECRUITMENT:** Colleges must contact the coach of their "sport of interest" first. If student is involved in another activity or sport, LHS coaches should check with that coach for appropriate time for college contact. No contact during school time without permission of principal or AD.

ELIGIBILITY

The following academic eligibility policy will be in effect for USD 405 students participating in all extra-curricular activities. Academic Eligibility is applicable to any activity resulting in public performance, competitive events in which a student represents their school, loss of school time or school activities. An event that a class grade is connected is exempt from the above definition.

The eligibility policy will be in effect the first full week of school. Eligibility will be in effect for one week beginning on Monday morning of that week through Monday morning of the next week. A student must be passing six subjects to be eligible to participate in activities and field trips (longer than one class period). A student not passing 7 courses has until Monday at the start of the school day after the Wednesday In-Progress list to improve their grade to allow eligibility for that week. The student is responsible for communicating the grade improvement to the office by providing irrefutable proof of the grade change. USD 405 rules are more stringent. Students who are ineligible may not participate in activities and field trips that extend beyond a given class period.

ABSENCES FOLLOWING GAMES & ACTIVITIES

(MORNING AFTER GAME ABSENCES)

There have been more and more reoccurring absences the morning after games and activities in the middle school and high school. Athletes must understand they are students first.

If a student has any unexcused absences the morning after a game or activity, that student does not get to participate in any game or practice that day. Appointments to doctors, lawyers, court dates, etc., will not be accepted without proper documentation. Family emergencies, funerals, etc., will be accepted.

USD 405 - LYONS

ALCOHOL & TOBACCO POLICY DISCIPLINE PROCEDURES

Because the use of alcohol and tobacco is detrimental to the health and welfare of any individual and because the use of alcohol and tobacco and the purchase of these products are illegal by Kansas adolescents, the use of any such substances by any Lyons High School or Middle School students involved in athletics/activities is prohibited.

This policy begins with the first day of fall athletic/activity practices and concludes with final day of competition of KSHSAA approved events in the spring.

Violations do not end with the cessation of a particular activity season. Violations accumulate from activity season to activity season for the school year.

The following procedures and penalties will be enforced when students who are members of school activity/athletic/cheerleading organizations who knowingly possess, use, or distribute alcoholic beverages or tobacco products.

ALCOHOL and TOBACCO

***Upon the first violation** confirmed by a school staff member or law enforcement official, the student participant will be referred to a school administrator and his/her parents will be notified. The school administrator will conduct a hearing with the student regarding the possible violation. If after the hearing it is determined that a violation did occur, the student will be allowed to continue to practice, but will be suspended for 10 percent of the season's varsity competition dates and all dates within that time frame. Student-athletes will be reinstated to competition after serving the suspension.

***Upon the second violation** and confirmed by a school staff member or law enforcement official, the student participant will be referred to a school administrator and his/her parents will be notified. The school administrator will conduct a hearing with the student regarding the possible violation. If after the hearing it is determined that a second violation did occur, the student will be dismissed from the team.

***Upon the third violation** and confirmed by a school staff member or law enforcement official, the student participant will be referred to a school administrator and his/her parents will be notified. The school administrator will conduct a hearing with the student regarding the possible violation. If after the hearing it is determined that a third violation did occur, the student will be dismissed from the team and will be ineligible to compete in interscholastic competition for the remainder of the school year.

USD 405 HOT WEATHER PRACTICE GUIDELINES

The following requirements will be imposed whenever the air temperature is 90 degrees or higher.

1. Mandatory water breaks every 15 minutes.
2. Water breaks must be listed on the practice schedule.
3. Coaches must observe athletes during break times.
4. Any athlete appearing ill or indicates they are not feeling well will not practice the remainder of the day.
5. Ice buckets will be in the practice area to be used if necessary.
6. The length of practice will not exceed two hours.

LIABILITY

TORT LIABILITY:

Civil wrong other than breach of contract, where the law required that injured party be compensated for damages. Usually involves will or negligent injury to person or property.

DUTY OF CARE:

Required to act as a reasonable man or woman in normal circumstances; common sense to be used to protect children from unreasonable risks of injury.

LAWSUIT:

To be successful, all 5 elements of tort must be met:

1. Duty must exist on part of coach or school district to take reasonable care of student.
2. Coach must have breached that duty (Error or omission that failed to meet duty).
3. Proximate cause: action or lack of action on coach's part led to cause of injury.
4. Damage must be proven to have occurred to athlete.
5. Sufficient anger by athlete or parent(s) (fell negligence has occurred).

DUTIES OF EDUCATORS (School Boards, Administration & Coaches)

1. Duty to supervise Potential harm? Foreseeability or harm? Activity? Participants? Number of Supervisors?
Safety rules and practices?
2. Duty to provide safe premises
3. Duty to instruct
4. Duty to identify risks

5. Duty to train
6. Duty to know school policies and curricula
7. Duty to know standard of care in the profession
8. Duty to provide proper equipment
9. Duty to properly select athletic participants
10. Duty to provide prompt, appropriate medical care

A. Duty to Supervise – Vargo v. Svitcham, 301. N.W. 2d 1 (Michigan App. 1980)

Urged by a coach to maximize performance, a 15-year-old football player involved in a summer weight lifting program fell while lifting a 250-300 lb. Weight. Paraplegia was the result. Court found the school district liable because the principal failed to adequately supervise the actions of the athletic director and football coach.

STATEMENT OF PROBATION FOR MISCONDUCT

_____ is hereby declared to be on a probationary status with Lyons High School for the 20__-20__ school year.

PROVISIONS OF PROBATION

1. If misconduct related to any extracurricular activity occurs during this school year, the aforementioned student will be excluded from participation in activities for the remainder of the activity season. The activity presently involved in is _____.
2. If misconduct occurs following the close of one season or following the close of the school year while still under the supervision of Lyons High School, the named student will be withheld from some participation in the succeeding season of activity for which he/she is eligible.
3. The administration, coaches and / or sponsors will determine definition of misconduct.

REASON FOR PROBATION

1. Act of Misconduct:
2. Discipline taken:

Declared this _____ day of _____, 20_____.

Principal

Athletic Director

I have read this Probation Statement and aware of its provisions.

Student

ATHLETE OF THE YEAR SELECTION
LYONS HIGH SCHOOL

To: LHS Coaching Staff
From: Jeff Fuss

Please identify three (3) girls and three (3) boys for "ATHLETE OF THE YEAR" recognition based on the following basic criteria:

PARTICIPATION
LEADERSHIP
COOPERATION

PERFORMANCE
COMPETITIVENESS
CITIZENSHIP

Select in order of preference, as results will be tabulated with 1st receiving 3 points, 2nd receiving 2 points, and 3rd receiving 1 point. (Selection will be made on the basis of these ballots unless there is a tie among nominees.)

Preference should be made for those in the Senior class although any athlete except Freshman may be nominated. You do not have to nominate both girls and boys and you do not have to nominate all 3 positions.

GIRLS

1. _____

2. _____

3. _____

BOYS

1. _____

2. _____

3. _____

ATHLETIC INJURY REPORT

DATE: _____

NAME OF INJURED: _____

DATE OF INJURY: _____

NATURE OF INJURY: _____

Doctor: _____

Date: _____

Date returned to practice: _____

COMMENTS:

USD 405 TRANSPORTATION DEPARTMENT
ACTIVITY / ATHLETIC TRIP REGULATIONS

The following policies will be in effect for activities/athletics & non-school use:

1. **ACTIVITY BUS TRIP REGULATIONS:** These are posted in each bus. Please be aware of these regulations and relate to students if situations should arise.
2. **BUS SPONSORS:** Sponsors or coaches are responsible for behavior and conduct of students although the bus driver has the final authority. Head coaches should not drive large buses unless absolutely necessary.
3. **SEASON REQUEST FORM:** If you are a coach or sponsor of an activity, please fill out a "Season Request Form" prior to your season. AD will be presenting these forms to you before your season begins. If you will need a bus or buses for other reasons on a regular basis, pick up a Season Request Form from the AD.
4. **TRANSPORTATION REQUEST FORM:** If you are in need of a bus for anything other than regular scheduled activities, fill out a "Transportation Request Form" (NCR Form) and give it to your principal. These forms are available at your school office or in AD office. PLEASE FILL OUT IN ADVANCE SO THAT YOU CAN BE ASSURED OF TRANSPORTATION.
5. **KEYS:** Keys may be picked up from the HS or MS secretaries. When you are finished with the bus, deposit keys in the Deposit Hole on the custodian's double door behind the high school or return to the office. IT IS VERY IMPORTANT THAT KEYS ARE RETURNED ... OTHERS ARE USUALLY WAITING TO USE THE VEHICLE.
6. **LOG BOOK:** All activity buses have Log Books in them. PLEASE FILL OUT THE INFORMATION REQUESTED BEFORE AND AFTER YOUR TRIP. Do not record personal trips to town, etc.
7. **BUS BOOK:** The "Bus Book" (master book of scheduled bus requests) will be on the desk in the Transportation Director's office. Copies of weekly requests will be sent to all administrators and to designated drivers. PLEASE DO NOT MAKE CHANGES IN THIS BOOK WITHOUT APPROVAL OF THE TRANSPORTATION DIRECTOR! Call or ask the TD if you have questions.
8. **BUS CLEANING:** The state law requires that the bus be free of debris at all times. The driver is responsible for cleaning the bus after each trip. This includes emptying the trash receptacle. A broom is available in each bus. If mud or excessive dirt exists, please notify the TD so that the bus can be washed out.
9. **REFUELING OF BUSES:** Always fill the bus upon your return from an out-of-town trip regardless of the distance. If you are using the vehicle in town or the Lyons area, fill only if the gauge shows $\frac{3}{4}$ of a tank or less. Fuel is to be purchased at the location listed in the bus (either on the inside cover of the Log Book or taped to the interior of the bus). If the designated station is not open (late hours), fuel must be purchased at the COOP SELF-SERVICE PUMPS. If you know you will be back late, you must obtain a COOP CARD from the TD before you leave. Both card and ticket must be returned to the TD. PURCHASES CANNOT BE MADE WITHOUT THE CARD. Credit cards are available for long out-of-town trips. PLEASE WASH WINDSHIELDS AT FILLUP.
10. **RADIO USE:** Proper usage is to use USD FCC Number (WPPW 849) and the bus number. Examples: "WPPW 849", Bus 5 calling Bus 12, "Bus 5 clear". NO PERSONAL USE.
11. **MECHANICAL PROBLEMS:** If you experience or notice some problem with a bus, please notify the AD as soon as possible.
12. **BUS PARKING:** All buses (other than route buses) will be parked in the rocked area between the tennis courts and the fenced area of the football/track area. Bus numbers at the high school are #1, 5, 7, 11, 12, 14, 15, 98-16, 99-19, 99-20, 99-21, 00-22. The kitchen staff uses buses #9 & 10.
13. **STUDENT RIDING RULE:** Student must go and return by bus unless permission is granted prior to the trip. Principal or AD permission is needed. Usually for emergency cases.

PERMISSION TO RIDE HOME WITH PARENT

(Parents should complete this form and give it to the coach prior to the team bus leaving)

My child will not be riding the team bus home today. I will be providing transportation home for them. I understand that the coaching staff prefers that all participants ride home on the team bus. Visual and verbal contact must be made between the parents and the coaching staff before the student-athlete will be released.

Event: _____

Student Name: _____ Parent Signature: _____

Administration
Signature: _____ Date: _____

PERMISSION TO RIDE HOME WITH ANOTHER PARENT

(Parents should complete this form and give it to the coach prior to the team bus leaving.)

My child has permission to ride home with the parents of _____ who is a team member of my son/daughter because I will not be able to provide transportation. This arrangement should only be made in rare circumstances and prior to the event. I understand that the coaching staff prefers that the participants ride home on the team bus. Visual and verbal contact must be made between the parent who is providing transportation and the coaching staff before the student-athlete will be released.

Event: _____

Student Name: _____ Parent Signature: _____

Administration
Signature: _____ Date: _____

USD 405 SPORTSMANSHIP POLICY ENFORCEMENT AT ACTIVITIES

- I. Lyons student or spectator
 - A. Athletic Events
 1. Visit with student or spectator in stands
 2. Call student or spectator out of stands for private conference.
 - a. Inform of suspension from attending further athletic events on next occurrence.
 3. First suspension to be 3 weeks
 4. Second suspension for period of 3 months. (Suspension will be carried over to succeeding year if applicable.)
 5. Third suspension will be permanent suspension from attending USD 405 athletic events.
 6. Immediate suspension may be enforced if administration deems necessary. Conference must be held before suspension is removed.
 7. If spectator or student will not leave stands or contest upon request, police assistance will be used.
 8. Suspension may be waived for activities other than athletics by the administration.
 - B. Other Activities
 1. Same sequence will be followed as in athletics. (I – A)
 2. Suspension may be waived for athletics by the administration.
- II. Opponents – Student or Spectator
 - A. Contact administration from opposing school(s) to correct situation.
 - B. If not corrected, ask police assistance to remove from premises.
- III. Persons unconnected with either / any school in competition/performance.
 - A. Talk to individual(s) about correcting conduct.
 - B. If not corrected, ask to leave premises.
 - C. If not complied with, use police assistance to remove from premises.
 - D. Immediate removal without verbal communication may be enforced if administration deems necessary.
- IV. Request from contest official(s) to remove individual from area.
 - A. Ask individual to leave.
 - B. If not complied with, use police assistance to remove.

Adopted – Jan. 10, 1989

USD 405 LYONS HIGH SCHOOL ATHLETIC DEPARTMENT
HAZING POLICY

The law defines hazing as any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution.

HAZING INCLUDES BUT IS NOT LIMITED TO:

- A. any type of physical brutality, such as whipping, beating, striking, branding, electric shocking, placing of a harmful substance on the body, or similar activity;
- B. any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
- C. any activity involving consumption of food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk or harm or which adversely affects the mental or physical health of the student;
- D. any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subsection;
- E. any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Penal Code.

CONSEQUENCES:

Any student found to be violating this policy will face the following consequences depending on the severity of the violation:

- A. suspended from the team for one week and placed on probation for the remainder of the school year
- B. suspended from the team for two weeks and placed on probation for the remainder of the school year
- C. suspended from the team for remainder of the current season and placed on probation for the remainder of the school year
- D. suspended from representing Lyons High School in any athletic or activity event for the remainder of the school year.

USD 405 INCLEMENT WEATHER PRACTICE AND EVENT POLICY

Introduction

The purpose of this policy is to provide direction to the activities staff on what to do when inclement weather effects practices, games and events. It is the intention of our school district to make decisions that will not put our students and coaches in jeopardy due to inclement weather. Safety will be the number one priority.

SCENERIOS:

1. What if school is cancelled on event day?

Response: The administrators from both schools will collectively make a decision on what to do. If the event is cancelled, every effort will be made to reschedule. Coaches, directors and sponsors will be notified immediately so that they can contact players.

2. If school is cancelled the night before – can practice take place the next day?

Response: No practice can take place until after 11:00 a.m. That practice cannot take place until it has been approved by the Activities Director. No practices will be approved if the forecast, road conditions, temperatures, etc... are not conducive for persons to be out.

3. If practice is held on a day for which school is cancelled, can practice be required?

Response: NO

4. What if USD 405 is on a holiday break and the weather is bad, can practice be held?

Response: Practice can take place upon approval of the Activities Director. If this person is out of town, the building principal would make the decision.

5. What if school is cancelled after it has already started and there are no games scheduled, can practice be held?

Response: NO

CANCELLATION OF ACTIVITIES DUE TO LIGHTNING

Athletic Director uses Weatherbug app to determine proximity of lightning and therefore the cancellation of activities.

KSHSAA INCLEMENT WEATHER PROCEDURES DURING A CONTEST

The safety of athletes (participants), spectators, coaches/directors, school personnel, and all others present at an athletic contest must be the first and foremost concern of contest officials and building administrators.

1. When an interscholastic contest has been scheduled and dangerous playing conditions exist or severe weather is anticipated, the following should be considered:
 - a. Prior to beginning an athletic contest, when severe weather is anticipated, the head contest official and the principals of each school, or their designees, will meet to review the suspension and/or postponement procedures. This would include any playing rule book coverage.

- b. The host school administrator will be responsible for informing contest officials, visiting school administrators and, if applicable, the individual responsible for public address announcements of designated shelter areas.
 - c. If a tornado WATCH has been issued, the host team building administrator and the head contest official will notify coaches, school administrators, and if applicable, the individual responsible for public address announcements that the possibility of abrupt suspension of play exists.
 - d. If a tornado WARNING has been issued, the contest should be suspended immediately. Participants, spectators, and all personnel involved with the contest will be advised to "take cover." The procedure will be announced, when available, over the PA system.
 - e. When lightning is observed in the vicinity of a contest conducted outdoors, play should be suspended.
 - f. If any other life-threatening condition occurs, play should be suspended immediately and predetermined directions to safe locations will be announced.
2. When a suspension of a contest occurs, the following should be considered:
- a. If the suspension is forty-five minutes or greater, resuming at a later date should be considered.
 - b. When it appears that weather conditions are no longer a threat to the safety of participants, spectators or contest officials, administrators from all schools involved will meet with the head contest officials to determine if play will continue. If any administrator or the head contest official casts a negative vote for play to resume, the suspension should continue.
 - c. If play is to be resumed, contestants will be given at least a 15-minute warm-up period prior to competition.

LYONS HIGH SCHOOL HEAD COACH PERFORMANCE ASSESSMENT INSTRUMENT

Name _____ Sport and Season _____

COACHING STYLE

Outstanding

____ Ability to lead and direct overall program is clearly above the norm.

____ Very enthusiastic approach to coaching.

____ Superior self-control and poise in a variety of settings.

____ Demonstrates the highest level of fairness and patience in dealing with athletes.

____ Is very accepting of, and profits from, constructive criticism.

Meets Expectation

____ Ability to lead and direct the overall program is evident.

____ Approach to coaching is an enthusiastic one.

____ Consistently shows self-control and poise.

____ Demonstrates appropriate fairness and patience in dealing with athletes.

____ Is responsive to, and profits from, constructive criticism.

Needs Improvement

____ Ability to lead and direct the overall Program is in need of improvement.

____ A more enthusiastic approach to coaching is desirable.

____ Inconsistent in the area of self-control and poise in a variety of settings.

____ Needs to demonstrate fairness and patience in dealing with athletes.

____ Can be more accepting and can profit more from constructive criticism.

Unsatisfactory

____ Does not demonstrate ability to lead and direct the overall program.

____ Does not exhibit an enthusiastic approach to coaching.

____ Inconsistent in the area of self-control and poise.

____ Does not demonstrate fairness and patience in dealing with athletes.

____ Is not accepting of and does not profit from constructive criticism.

OVERALL RATING _____

LEADERSHIP QUALITIES

Outstanding

____ Regularly updates athletic director on pertinent information that relates to his or her sport.

____ Respect for the coach by players and staff is clearly evident.

____ Clearly defines program goals, team rules, and outlines the expectations of the coach to those involved in the program.

____ Establishes a line of communication with staff, players, parents, and booster organizations that is above the norm.

____ Takes full advantage of opportunities for professional growth by attending clinics and seminars.

Meets Expectation

____ Keeps administration informed on an as-need basis.

____ Respect for the coach by players and the staff is evident.

____ Defines program goals, team rules, and outlines the expectations of the coach to those involved in the program.

____ The coach establishes an effective line of communication with staff, players, parents, and booster organizations.

____ Takes advantage of the opportunity for professional growth by attending clinics and seminars.

Needs Improvement

____ The head coach needs to establish a method for updating athletic director on pertinent information that relates to his or her sport.

____ Respect for the coach by players and the staff is not always evident.

____ Program goals, team rules, and the outline of expectations to those involved in the program need to be more clearly defined.

____ The coach needs to improve in the area of communication with staff, players, parents, and booster organizations.

____ The coach does not always take advantage of opportunities for professional growth by attending clinics and seminars.

Unsatisfactory

____ The coach fails to keep athletic director informed on pertinent information that relates to his or her sport.

____ There is a lack of respect for the head coach by the players and/or staff.

____ Program goals, team rules, and the expectations of the coach to those in the program are not defined.

____ There is evidence that the lines of communication with staff, players, parents, and booster organizations are lacking.

____ The head coach does not take advantage of opportunities for professional growth.

OVERALL RATING _____

COACHING PERFORMANCE/PRACTICE & GAME MANAGEMENT

Outstanding

___The head coach demonstrates excellent knowledge of the sport and shows outstanding ability to impart that knowledge to sport participants.

___Practice organization is above the norm; the coach provides appropriate amount of time for individual skill development and group/team instruction.

___Feedback is provided to the players that is positive and specific on a regular basis.

___Coach has high expectations for all athletes which are clearly defined.

___The head coach consistently adjusts to the age and skill level of the athlete.

___Contests show evidence of careful preparation.

___Outstanding ability to motivate staff/players toward defined individual and/or team goals.

Meets Expectation

___The head coach has good knowledge of the sport and imparts that knowledge to sport participants.

___Practices are well organized; time is allotted for individual skill development and group/team instruction.

___Feedback is provided to the players that is positive and specific.

___Expectations are set for all athletes.

___There is evidence the coach adjusts to the age and skill level of the athlete.

___Most contests show some evidence of preparation.

___The head coach demonstrates ability to motivate staff/players toward defined individual and/or team goals.

Needs Improvement

___Coach needs to improve his or her knowledge of the sport and the imparting of that knowledge to sport participants.

___Practices can be better organized; there should be appropriate time for the development of individual skill as well as group/team instruction.

___Feedback should be provided to the players that is of a more positive and specific nature.

___Expectations for athletes should be more clearly defined.

___Coach needs to do a better job of adjusting to the age and skill level of the athlete.

___The coach needs to do a better job of preparing for contests.

___Ability to motivate staff/players toward defined individual and/or team goals is in need of improvement.

Unsatisfactory

___The head coach has not demonstrated improvement in the knowledge of his or her sport, nor the imparting of that knowledge to sport participants.

___Practices are not well organized; there are not appropriate amounts of time spent on developing individual Skill, nor time allotted for group/team instruction

___There is a lack of feedback that is both positive and specific in nature.

___There are no defined expectations for athletes.

___Coach does not adjust to the age or skill level of the athlete.

___There is little or no evidence of being prepared for contests.

___The ability to motivate staff/players toward defined individual and/or team goals is lacking.

OVERALL RATING _____

TEAM MANAGEMENT

Outstanding

___The head coach provides a thorough written copy of team rules and regulations to players, and conducts a thorough review of the rules with the players and requires athletes and parents signatures acknowledging their agreement with the rules.

___Coach is very consistent and fair in the enforcement of team rules and regulations.

___Team discipline is outstanding during practices and games.

___Supervision of athletes by the staff is well thought out and carried out throughout the season.

___Extra measures are taken to ensure care of equipment and facilities by coaches and players.

___Coach constantly monitors the academic progress of athletes.

Meets Expectation

___A written copy of team rules and regulations is provided to and reviewed with the players.

___The coach is consistent in the enforcement of team rules and regulations.

___Team discipline is evident and worked on during practices and games.

___Proper supervision of athletes by the staff occurs most of the time.

___Coaches generally care for equipment and facilities.

___Coach periodically checks the academic progress of athletes.

Needs Improvement

___The coach provided a written copy of team rules and regulations to players but did not review them with the players.

___The enforcement of team rules and regulations needs to be more consistent and fair.

___There is a need to improve team discipline in practices and games.

___Supervision of the athletes by the staff needs to occur on a more regular basis.

___Inconsistent care of equipment and facilities by coaches and players is evident.

___Coach needs to take a more active role in monitoring the academic progress of athletes.

Unsatisfactory

___The coach did not provide a written copy of team rules to players.

___Lack of consistency and fairness in enforcing team rules and regulations is evident.

___There is a lack of team discipline evident during practices and games.

___Supervision of athletes by the staff is rare off the practice or game field or court.

___Condition of equipment and shows lack of concern for proper care.

___Coach is not concerned with monitoring academic progress of athletes.

____The coach demonstrates a great deal of support for the college bound athlete in the recruiting process.

____There is evidence of involvement in the recruiting process of the college bound athlete.

____There is a need for greater involvement in the recruiting process for the college bound athlete.

____There is little or no involvement by the coach in the recruiting process for the college bound athlete.

____It is evident the head coach and staff promotes fair play and sportsmanship during competition.

____Fair play and sportsmanship are usually evident during competition.

____Fair play and sportsmanship needs to be more of an emphasis.

____It is evident there is little or no emphasis placed on fair play or sportsmanship.

____There is very good program continuity; the coach shows an interest in the development of the total program grades 7-12.

____Program continuity is evident; the coach shows interest in the development of the total program grades 7-12.

____Program continuity needs more emphasis; the coach can show a greater interest in the development of the total program grades 7-12.

____Program continuity is lacking; coach does not show an interest in the development of the total program grades 7-12.

OVERALL RATING _____

ADMINISTRATIVE DUTIES

Outstanding

____Promptly responds to requests for information throughout the year such as rosters, required forms, etc.

Meets Expectation

____Meets deadlines in responding to requests for information throughout the year such as rosters, required forms, etc.

Needs Improvement

____Often needs reminders to respond in a timely manner to requests for information such as rosters, required forms, etc.

Unsatisfactory

____Almost always has to be reminded to meet deadlines in responding to requests for information such as rosters, required forms, etc.

____Demonstrates excellent organizational skills at the start of the season with regard to meetings, equipment check-out, etc.

____Good organizational skills are evident at the start of the season with regard to meetings, equipment check-out, etc.

____Organizational skills at the start of the season with regard to meetings, equipment check-out, etc. need to be improved.

____Start of the season in regards to meetings, equipment check-out, etc. lacks organization.

____Makes great effort during the season to fulfill administrative duties such as transportation lists, stats updates, media communications, substitute teacher requests, etc.

____Fulfills administrative duties during the season as they relate to transportation lists stats updates, media communications, substitute teacher requests, etc.

____Administrative duties during the season such as transportation lists, stats updates, media communications, substitute teacher requests, etc. need a more prompt response.

____Failure to respond to administrative duties during the season such as transportation lists, stats updates, media communications, substitute teacher requests, etc.

____Makes an outstanding effort to fulfill administrative duties at the end of the season such as end of season booklet, highlight video, organization of awards night, equipment check-in, etc.

____Fulfills duties at the end of the season such as organization of awards night, equipment check-in, etc.

____More attention needs to be given to end of the season duties such as end of season booklet or highlight video, awards night program, equipment check-in, etc.

____Failed to complete minimum end of season duties such as organization of awards night, equipment check-in, etc.

OVERALL RATING _____

ATHLETIC DIRECTOR COMMENTS:

HEAD COACH COMMENTS:

Three year plan for program growth and development.

Athletic Director Signature and Date

Head Coach Signature and Date

Lyons High School	Assistant Coach Performance Evaluation		Season/Year _____		
Name _____	Sport _____		Position _____		
<i>Criteria</i>	<i>Outstanding</i>	<i>Meets Expectation</i>	<i>Needs Improvement</i>	<i>Unsatisfactory</i>	<i>Not applicable</i>
A. Coaching Style					
1. Ability to lead and direct sport participants	Outstanding	Meets expectation	Needs to work at ability	Does not meet expectation	
2. Level of enthusiasm for coaching	Outstanding	Meets expectation	Needs more enthusiastic approach	Does not demonstrate enthusiastic approach	
3. Self control and poise	Superior poise	Good poise	Needs to improve	Lacks self-control	
4. Demonstrates an attitude of fairness and patience in dealing w/ athletes	Extremely fair and patient	Fair and patient	Needs improve	Lacks fairness and patience	
5. Accepts & profits from constructive criticism	Responds very well	Responds well	Needs to work on accepting	Does not profit from	
B. Leadership Qualities					
1. Relationship with coaching staff	Excellent rapport	Good rapport	Needs to improve	Poor rapport	
2. Relationship with players	Excellent rapport	Good rapport	Needs to improve	Poor rapport	
3. Loyalty to Program	Excellent rapport	Good rapport	Needs to improve	Poor rapport	
4. Professional growth (attends clinics/seminars)	Takes full advantage	Takes advantage	Does not take advantage	Shows no interest in growth opp.	
C. Coaching Performance					
1. Teaches fundamentals skills of sport/ Has good knowledge of sport	Outstanding teacher	Good teacher	Can improve	Lacks ability to teach	
2. Provides for individual and group instruction	Extremely well-organized	Well-organized	Needs to improve	Lacks	
3. Adjusts to age/skill level of athletes	Consistently adjusts	Adequately adjusts	Needs to adjust	Fails to adjust	
4. Attends to factors relating to athletic safety/supervision	Proactive approach	Attends to safety concerns	Needs to attend to more consistently	Fails to attend to safety concerns	
5. Ability to motivate staff/players toward defined goals	Great effort	Good effort	Needs make better effort	Lacks effort	
6. Show initiative in assisting program development	Superior initiative	Appropriate initiative	Needs take greater initiative	Fails to take initiative	

Assistant Coach's Signature and Date

Head Coach's Signature and Date

Athletic Director's Signature and Date

COACHES SUMMER CONTRACT

The following "**may**" and "**may not**" list is designed to help coaches, school administrators, students and parents understand what they may or may not be able to do in connection with sports/activities. The list is not intended to be all-inclusive. The items included are the ones that prompt frequent questions as to what the coach or athlete may or may not be permitted to do under KSHSAA rules.

Because KSHSAA rules affecting what students and coaches may and may not do differ during the year, the list is divided into **three sections** - during school year, during school season of sport/activity and during the summer. As you review this list it is important to keep this in mind when reviewing KSHSAA rules.

DURING THE SCHOOL YEAR OUTSIDE THE SEASON OF SPORT/ACTIVITY:

1. A school coach **may** coach their athletes in the same sport.
2. A school coach **may** coach senior athletes in the same sport following the conclusion of the school season.
3. A school coach **may not** check out **player** equipment to students (helmet, shoulder pads, team jersey, pants, etc.)
4. **Each KSHSAA member school** will need to establish their own policy as to whether any school owned helmets and protective player equipment (pads/shoulder pads, etc.) **may** be used in All Star events or full contact camps. The management of the full contact camp or the All Star event will need to communicate with each KSHSAA member school re: the use of school owned helmets and protective player equipment.
5. A school coach **may** check out team equipment to students (balls, implements, etc.)
6. A school coach **may** attend camps or clinics.
7. Students **may** attend camps or clinics but **may not** attend camps with their coach(s).
8. A school coach **may not** be reimbursed transportation costs by the school or school booster club.
9. A school coach **may not** transport students to camps or clinics in their sport.
10. Students **may** play on non-school teams but there are restrictions on the number of same school squad teammates which may be rostered, practice, or play together on non-school teams.
11. A school coach **may** supervise an off-season conditioning program for students not currently on a school team.
12. School conditioning programs **may not** be sport specific and shall only include weights, running, conditioning and general skill development (not a sport specific skill).
13. Sport specific equipment **may not** be used in conditioning programs.
14. Off season conditioning programs **must** be open to the entire student body and participants must furnish their own clothing.

DURING THE SCHOOL YEAR AND DURING THE SCHOOL SEASON OF ACTIVITY:

1. A student **may not** practice with or play on a non-school team in the same sport/activity.
2. A student **may** play on a non-school team in a different sport (subject to the school squad limitations).
3. A student **may** receive private instruction at any time of the school year, subject to the limits outlined in the KSHSAA Handbook, Rule 26. (NOTE: Private instruction is defined as one student receiving instruction from one person during the period of instruction.) Group sessions are not considered to be private instruction.
4. A student **may not** attend camps or clinics in the same sport/activity.
5. A student **may** attend camps or clinics in different sports/activities.
6. A student **may** serve as a clinician for a camp conducted by their school coach for their sport/activity.
7. A student **may** serve as a clinician for a youth development camp or clinic for elementary students (Pre K – 8th grade) being conducted by non-school agencies or organizations (e.g. softball pitcher instructing at a softball clinic) without violating the Outside Competition Rule.

DURING THE SUMMER

(FROM SATURDAY PRECEDING MEMORIAL DAY TO THE TUESDAY FOLLOWING LABOR DAY):

1. All school coaches **may** attend camps or clinics.
2. Students **may** attend camps or clinics.
3. A school football, volleyball or basketball coach **may not** attend camps or clinics with athletes they would coach the following school year **unless** the coach was a camp clinician and there **were no more than 10% of the campers enrolled** at the camp from the coach's team.
4. Students **are** considered part of the high school program immediately upon graduation from the junior high or middle school. Students are considered a member of the middle school/junior high school program immediately after being promoted to the 7th grade.
5. Coaches **may** supervise conditioning programs (which are general conditioning programs and not sport specific) for the students who would play for the coach the next school year.
6. Football, volleyball and basketball coaches **may** supervise open-gyms and **may** give instruction, organize drills or practice during the open gym. Summer open gyms **MUST** conclude by Saturday of *SCW#5.
7. Football, volleyball and basketball coaches **may** instruct students in groups limited to a maximum of three for basketball, four for volleyball, five for 8-man football and six for 11-man football when those students initiate a request for individual help/coaching instruction from their coach. (Coaches are not permitted to require players to attend sessions.) Individual instruction from SCW#3 and **MUST** conclude before Sunday of *SCW#5.
8. School coaches **may** coach teams including students who would play for the coach the following school year.
9. Students **may** play on teams which include any number of students from their same school squad. (There are no roster limitations on students during the summer.)
10. A school coach **may** check out team equipment to students (balls, implements, etc.)
11. A school coach **may** transport (in school vehicles) students to non-school competitions in their sport.
12. Coaches **may** conduct one-week sports camps for team members who would be on their school team next year. These camps must be concluded before Sunday of *SCW #3.
13. To be eligible to attend a coach's one-week camp, students must have been enrolled and in attendance at that coach's school the previous year.
14. New students attending a junior high/middle school or high school for the first time must have been enrolled and in attendance at that middle/junior high school's feeder school(s) the previous year.
15. New students (summer transfer) at a school must pre-enroll before attending a coach's camp.
16. Students are limited to attending only one coach's camp per sport

*Standardized Calendar Week



Director of Transportation
Lyons School District USD 405
800 South Workman, Lyons, KS 67554
620-680-1383

LYONS HIGH SCHOOL
ACTIVITY PARTICIPANTS CODE OF CONDUCT

Students who are involved in extracurricular activities are admired and respected by students at all levels as well as adult spectators. Because they receive more public attention than students not involved in activities, those students who do participate in activities will be held to a higher standard of expectations. By participating in a Lyons High School activity, those students are representing our school and our community, and we expect them to represent us well. Students should remember that participating in these activities is a privilege that can be taken away, not a right just because they are a LHS student.

Students involved in LHS activity programs will agree to the following:

- Accept and understand the seriousness of your responsibility, and the privilege of representing the school, team, coaches, family and community.
- Good grades will be maintained.
- Learn the rules of your activity thoroughly.
- Cooperate with coaches/sponsors and accept your role on the team.
- Put team success ahead of personal glory.
- Display good sportsmanship at all times.
- Accept the decisions of officials and realize they sometimes make mistakes just as you do as a competitor.
- Be gracious in victory and defeat.
- Treat opponents with respect.
- Be responsible for equipment issued to me.
- Exercise self-control and use good judgment both at and away from school.
- Understand that failure to follow school and/or team policies may have consequences.
- Student receiving all-day in-school suspension or out-of-school suspension disciplinary matters will be as follows:
 - 1st Suspension – 1 activity date missed
 - 2nd Suspension – 2 activity dates missed
 - 3rd Suspension – Dropped from all student activities for the remainder of the school year. Students are allowed to practice on the days of ISS, not OSS. Students are not allowed to suit up, travel, or sit with their team on their activity date(s) suspension.
- Students who have unexcused absences from school, practices or competitions will have consequences as follows:
 - 1st Offense – Appropriate consequence from coach, director/sponsor.
 - 2nd Offense – One activity date missed – Parent contacted.
 - 3rd Offense – Dropped from activity – Parent contacted. *Unexcused absences are not carried over from activity to activity.

I understand that being involved in activity programs at Lyons High School means that I will be held to a higher standard than that of other students. My parents and I have read the above expectations and agree to abide by them or risk losing my privilege of being involved in activities.

Student Signature and Date

Parent Signature and Date