



Athletic Program

***Athlete/Parent Handbook
2023-2024***

Administrative Team

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It is the expectation of the SCC Joint Board that all approved policies, protocols and procedures outlined in the Athlete/Parent and Coach Handbooks are adhered to at all times.

The Athlete/Parent Handbook outlining all policy, protocols and procedures will be provided and reviewed with all parents and athletes at the annual Parent/Athlete Meeting held at the beginning of each school year.

The Coach Handbook outlining all policy, protocols and procedures will be provided and reviewed with all coaches at the annual Coaches Meeting held at the beginning of each school year.

*Also Governed by the Colorado High School Activities Association (CHSAA) and
Lower Platte Activities Association (LPAA League).*

Philosophy and Objectives

The Sedgwick County Athletic Programs are a continuation of the classroom. Their purpose is to educate. The privilege of athletic participation is earned through the maintenance of proper standards of attitude, effort, attendance, and achievement.

Through participation, students will develop values, attitudes and skills for personal growth and for the benefit of a diverse society. Sedgwick County Athletics will strive to develop student-athletes that represent the spirit and character of competition.

Value of Athletics

Research indicates that students involved in co-curricular activities have a greater chance of being successful during adulthood. Many of the positive character traits required as a participant in athletics are exactly those that will promote a successful life beyond high school.

Interscholastic Athletics Promote Teaching and Learning:

- Higher Graduation Rates
- Lower Discipline Rates
- Improves Self-Esteem
- Teaches Sportsmanship
- Builds School Spirit
- Instills a Sense of Pride
- Better Attendance
- Increased Motivation to Achieve
- Encourages Teamwork
- Increases Self-Discipline
- Creates a Sense of Community
- Increases Community Involvement

Sports Offered by Sedgwick County Athletics

Fall:	HS and JH Volleyball	HS and JH Football
Winter:	HS and JH Basketball (Boys and Girls)	HS and JH Wrestling
Spring:	HS and JH Track and Field (Boys and Girls)	HS Baseball

Additional Requirements for Participation

Physical Exam

Emergency Contact Info

Proof of Insurance -or- Purchase of Insurance Policy

SAC Assessment of Concussion (Assessment is conducted by school personnel prior to participation.)

CHSAA Anti Hazing Policy

The Colorado High School Activities Association prohibits bullying, hazing, intimidation or threats. Hazing includes, but is not limited to humiliation tactics, forced social isolation, verbal or emotional abuse, forced or excessive consumption of food or liquids, or any activity that requires a student to engage in illegal activity. I understand that hazing of any type is not permitted in any CHSAA sanctioned activity. I will not engage in any of the prohibited conduct. I further understand that it is my responsibility to immediately report any acts of hazing that I become aware of to a sponsor, teacher, counselor, school support staff, coach or administrator in my school. By signing this acknowledgement, I affirm my responsibility to prevent and report hazing. I also understand that any violation of this could result in school or team consequences that could include dismissal from the activity or further disciplinary consequences and/or referral to law enforcement.

Athlete's Bill of Rights

Athletes participate in sport for a variety of reasons and have many expectations. Whether it is to attain a personal goal, a higher level of competition or simply for the pure joy of sport, parents and coaches hold the key in athletes' choices to participate.

Athletes have the right to:

- Have fun through sport;
- Participate at a level that is consistent with ability;
- Have qualified, sensitive leadership;
- Participate in a safe and healthy environment
- Share in the leadership and decision-making of their sport;
- As a child, play as children and as an adult;
- Proper preparation for participation in the sport;
- An equal opportunity to strive for success;
- Be treated with dignity by all involved;
- Say "No"

Code of Conduct - Athletes

Preamble:

The essential elements of character building and ethics in sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character."

I therefore agree:

1. I will be a student first and commit to getting the best education I can. Be honest with myself about the likelihood of getting an athletic scholarship or playing on a professional level and remember that many universities will not recruit student-athletes that do not have a serious commitment to their education, the ability to succeed academically or the character to represent their institution honorably.
2. I will remember that participation in sports is a privilege, not a right and that I am expected to represent my school, coach and teammates with honor, on and off the field. Consistently exhibit good character and conduct yourself as a positive role model.
3. I will be loyal to my school and team; put the team above personal glory.
4. I will safeguard my health; don't use any illegal, unhealthy, and over the counter substances including alcohol, tobacco and drugs or engage in any unhealthy techniques to gain, lose or maintain weight. The Alcohol, Drug and Tobacco Regulations for Sedgwick County Athletics will be followed.
5. I will fulfill commitments; do what I say I will do; be on time to practices, games, classes and other commitments.
6. I will compete honorably; won't lie, cheat, steal or engage in any other dishonest or unsportsmanlike conduct.
7. I will not engage in disrespectful conduct of any sort including profanity, obscene gestures, offensive remarks of a sexual or racial nature, trash talking, taunting, boastful celebrations, or other actions that demean individuals or the sport.
8. I will treat all people with respect all the time and require the same of other student-athletes.
9. I will treat contest officials with respect; don't complain about or argue with official calls or decisions during or after an athletic event.
10. I will play with class; be a good sport; be gracious in victory and accept defeat with dignity; give fallen opponents help, compliment extraordinary performance, show sincere respect in pre- and post-game rituals.
11. I will demonstrate concern for others; never intentionally injure any player or engage in reckless behavior that might cause injury to myself or others.
12. I will help promote the well-being of teammates by positive counseling and encouragement or by reporting any unhealthy or dangerous conduct to coaches.

13. I will comply with all team rules and expectations established and communicated to me by my coach.

14. I will not be involved in any criminal act. I understand that if I am involved in a criminal act, I understand that I could face suspension or expulsion based upon the severity of the criminal act that I have committed.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action that could include, but is not limited to the following:

- * Verbal Warning
- * Suspension/Removal from Game
- * Suspension from attending all games during the respective season
- * Suspension from attending all games, for all sports, the entire year

Code of Conduct - Parent/Guardian

Preamble:

The essential elements of character building and ethics in sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character."

I therefore agree:

1. I will not force my child to participate in sports.
2. I will remember that children participate to have fun and that the game is for student athletes, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
4. I will learn the rules of the game and the policies of the Sedgwick County Coop, the Lower Platte Activities Association and Colorado High School Activities Association.
5. I will respect the coaches and officials and their authority during games and will never question, discuss, or confront either at the game field, and will take time to speak with coaches at an appropriate and agreed upon time and place.
6. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
7. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
8. I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.
9. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.
10. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
11. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
12. I will praise my child for competing fairly and trying hard.

13. I will never ridicule or yell at my child or other participant for making a mistake or losing a competition.
14. I will emphasize skill development and practices and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.
15. I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.
16. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
17. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action that could include, but is not limited to the following:

- * Verbal Warning
- * Suspension/Removal from Game
- * Suspension from attending all games during the respective season
- * Suspension from attending all games, for all sports, the entire year

Fan Code of Conduct

Along with the Julesburg School District and Revere School District, The Sedgwick County Athletic Program believes sportsmanship is the most important aspect of interscholastic athletics and is essential to the development of our student-athletes. Fan comments or actions that are inappropriate and demeaning to players, other spectators, coaches and/or officials are not in the highest ideals of interscholastic education and will not be tolerated at any Sedgwick County athletic event.

If it is determined that a student, parent/guardian, or spectator has conducted himself/herself in an inappropriate manner that is not in the highest regard for sportsmanship at interscholastic athletics, he or she will be given written or verbal notice by the athletic director or any school administrator that the conduct will not be tolerated. Any misconduct that continues that day or at future events will result in that person losing his/her privilege to be a spectator at any Sedgwick County athletic event (both home and away) for one calendar year from the date of the incident. Spectators are guests of the school, therefore making it a privilege - **not a right** - to attend all Sedgwick County Athletic events. If a single occurrence is considered of a serious nature, there will be no verbal or written notice before the person's privilege to attend sporting events is revoked. Again, any serious misconduct will result in an immediate loss of privilege to ALL Sedgwick County sporting events, both home and away. The Julesburg and Revere School Boards of Education strongly believe that any unruly conduct toward athletes, coaches, school personnel, officials, and/or other spectators **will not be tolerated**.

Approval Protocol for SCC Policy Exceptions

Occasionally there may be circumstances that require there to be an exception made to an approved policy, protocol or procedure.

If so, a request/rationale for making an exception to a policy, protocol or procedure must be submitted in writing to/by the Athletic Director.

The Athletic Director will forward the written request/rationale to both Superintendents for review/consideration.

Upon review, if both Superintendents agree that the request/rationale warrants an exception to be made to an approved policy, protocol or procedure, the Athletic Director will be authorized to allow for the exception to be made as requested.

If either Superintendent or both Superintendents disagree with the request, the approved policy, protocol or procedure will be followed as written in the handbook.

This protocol is not applicable in situations that warrant an exception to be made regarding a policy, protocol or procedure as a result of an unexpected emergency situation where there is a safety or security issue/concern that comes into play.

Public Concerns, Complaints and Grievances Protocol

Constructive criticism motivated by a sincere desire to improve the quality of the Cooperative Athletic Program is welcomed by the Joint Boards of Education.

The Joint Boards of Education believe that issues, concerns, complaints and grievances are best handled and successfully resolved when timely, direct communication occurs as close to their origin as possible.

Further, the Joint Boards of Education recognize that establishing a process that is consistently followed to effectively handle issues, concerns, complaints and grievances is vital to the success of the Cooperative Athletic Program.

To facilitate productive resolution of all issues, concerns, complaints and grievances related to the Athletic Program, both School Districts will strictly adhere to the following protocol:

Person(s) making the complaint related to the Athletic Program will be directed to contact the coach(s) directly involved in the situation and share their issues, concern, complaint or grievance.

Person(s) making the complaint will be advised that if they are not satisfied with the outcome after sharing the concern directly with the coach(s) involved in the situation they are to contact the Athletic Director.

Upon notification, the Athletic Director will conduct a thorough investigation of the complaint and render a decision and implement strategies to facilitate resolution of the complaint.

Person(s) making the complaint will be advised by the Athletic Director that if they are not satisfied with the decision and/or resolution of the complaint facilitated by the administration; their next step of recourse is to address the Joint Board of Education at the next regular Athletic Joint Board meeting by requesting to be on the agenda.

The Joint Boards of Education will not discuss any Cooperative Athletic Program related issues, concerns, complaints or grievances in any meeting if this “chain of command” process has not been followed.

In accordance with the Colorado Revised Statutes, the Joint Boards of Education will not discuss any personnel related issues, concerns, complaints in an executive session without the concerned coach(s) being notified and being provided the opportunity to have the discussion occur in an open public meeting.

When an issue, concern, complaint or grievance is made directly to an individual Board member, the procedure outlined below will be strictly followed at all times:

The Board member shall refer the person making the complaint to the Athletic Director.

If the person will not personally communicate their complaint to the Athletic Director, the Board member will request that the complaint be written and signed to be submitted to Athletic Director for investigation.

The Board member will then submit the written complaint to the Athletic Director for investigation.

If the person refuses to verbally or in writing tender their complaint to the Athletic Director no further action can or will be taken to resolve the complaint. No discussion consideration or action will be taken by the Joint Boards of Education and the matter will be treated as hearsay.

If at any time the person making a complaint feels that they have not been given a satisfactory reply from the Athletic Director, they should be advised to consult with a Superintendent from either participating District and, if still not satisfied, to request that the complaint be heard by the Joint Boards of Education at their next regular scheduled meeting.

Dual Sports Participation/Eligibility

Purpose:

To ensure that athletes wanting to participate in two sports at one time are doing so correctly by choosing a primary sport, and so that Sedgwick County Athletics is doing their best to ensure the athlete can handle it academically as well.

Dual sports participation is defined as an athlete competing in two sports during one sports season at the same time. An example of this would be an athlete competing in track and baseball or cheer and volleyball. Primary sport is defined as the sport that will take priority over the other.

Provision:

Any student athlete wanting to compete in dual sports must have all grades above a C at all times. If an athlete has a grade that falls below a C when eligibility is run that athlete will have one week to get that grade up. If the grade does not rise above a C the athlete will not be allowed to participate in two sports any longer, and will only be allowed to participate in their primary sport even if the grade comes up later.

Procedure:

1. When a student athlete decides that they want to participate in two sports during one season they must notify an athletic director and both head coaches as soon as they have decided they want to do this.
2. An athletic director will give the student athlete a dual sports participation form that will need to be filled out and signed by a legal guardian and the head coaches of both sports they want to participate in. This form must be turned into the athletic director within three business days of receiving the form.
3. A copy of the dual sports participation form will be given to the student athlete, both coaches, and will be kept on file in the athletic department.

Dual sports rules:

1. An athlete must choose a primary sport
2. A dual sport athlete must always go to the primary sport practice first before going to the secondary unless the primary sport head coach authorizes them to do so differently.
3. A game in the secondary sport will take priority over a practice in the primary sport, but if the primary sport and the secondary sport both have a game on the same day the athlete must compete in their primary sport.
4. Dual sports athletes must participate in the secondary sport activity unless it is determined by the Athletic Director and both coaches that the athlete can choose to participate or not.
5. Athletes that do not participate in a mandatory event will lose his/her dual sport privilege and cannot letter in the secondary sport.

Quit Protocol for Athletes

Purpose:

To ensure that Sedgwick County Athletics has a protocol in place that encourages student athletes to finish what they start, emphasizing the importance of not quitting.

1. Student athletes that go out for a sport and participate in two or more athletic contests for the sport are expected to remain in the sport until the end of the season.
2. Student athletes that quit a sport prior to end of the season, if they have participated in two or more athletic contests of the sport, will be penalized for quitting by being required to not play in the first 2 athletic games/contests of the immediate next sport they are a player/participant.
3. Special circumstances that may require a student athlete to quit prior to the end of the season must be presented and approved in writing by the Athletic Director prior to quitting for the penalty to not be imposed.

Event Leave Times & Overnight Stays

Purpose: To ensure that Sedgwick County Athletics has a consistent process in place for leave times for travel to athletic events and maximizes that amount of time student athletes are in the classroom/school.

Process/Criteria for leave times:

1. The Athletic Director will determine departure times and arrange travel as soon as possible.
2. Leave time will be determined by using MapQuest suggested times for travel plus up to 1 hour. High School football game leave times will be determined by using MapQuest suggested times of travel plus up to 2 hours.
3. If any athlete/athletic team can leave on or after 6:30 am and have ample warm up time (1 hour), they will leave for the event on that day.
4. If any athlete/athletic team can return on or before midnight they will return from the event on that day, unless a coach is driving and departure would put their on-duty/drive time beyond the allowed 14 hours.
5. If it is determined that a team must leave the day before a regular or post-season event, departure will be scheduled after regular school dismissal by using MapQuest suggested times for travel plus 2 hours for practice/meal time, planning for an arrival time no later than 10 p.m. to hotel.
6. Weather will be considered by administration to determine leave times for all travel.

Bus Rules for Athletic Trips

1. Coaches and student athletes will not bring drinks on the bus unless the drink can be turned upside down and it does not spill.
2. Coaches and student athletes will only bring food items on the bus for snack purposes before or after games. If the bus stops at a restaurant to eat, coaches and student athletes are not allowed to bring any restaurant food onto the bus for any reason.
3. Coaches and student athletes must be buckled up in their seat belt throughout the entire trip when seat belts are available. Coaches will make sure student athletes are held accountable to be buckled-up in their seat belt throughout the entire trip.
4. Coaches are expected to show only appropriate movies that could be shown at school and they must be approved by administration before showing. Under no circumstances will R rated movies be allowed.
5. Coaches and student athletes will be responsible for not using flashes from their phones and keeping their phones/electronic devices behind their seat as much as possible as to not distract the bus drivers.
6. If equipped with a bathroom, the bathroom door will be locked at all times.
7. Coaches will be accountable for at the end of every trip doing a walk-through and ensuring the bus is cleaned. If the bus is not clean, the Bus Driver will report that to the AD and the team will then be required to deep clean the bus on the day/time of the next practice before starting practice. The team will also not be able to use the coach bus for their next scheduled trip and will be required to use one of the other activity buses.
8. Coaches are required to sit behind their student athletes on the bus so they can see and make sure that student athletes are following all expectations throughout the entire trip.

Academic Eligibility

Purpose: To ensure that all athletic programs are following CHSAA rules as it applies to academically ineligible athletes and to ensure all ineligible athletes are treated the same in all sports.

Academic Eligibility:

1. Any student failing ONE or more classes, as determined by a Weekly Down List, will be ineligible to participate in any athletic contest being held during that week, unless the only failing grade is a college credit level course. The Weekly Down List comes out each Friday morning and any student on the Weekly Down List for failing ONE or more classes will be ineligible until the following Monday.

2. If a student athlete has failed two or more classes for a final semester grade they are deemed academically ineligible for the first half of the following semester even if it falls into the next school year.
3. A student athlete must also be enrolled in 5 course hours to be academically eligible to compete. Course hours can include time outside of school such as work studies as long as it is organized, moderated, and authorized by school personnel.

Ineligible Athletes:

1. Ineligible student athletes are allowed to practice but will not be allowed to compete in games.
2. Ineligible student athletes will not be allowed to ride on the bus to away games or be allowed on the bench or sideline for any reason. They must find their own ride to the game if they want to go and sit in the stands with the fans.

CHSAA Reference: Constitution of the Colorado High School Activities Association Article 17 General Eligibility

Athletic Shuttle Policy/Survey

The purpose of this survey is to make sure that we can plan and coordinate transportation related to the Athletic program in an effective and efficient manner.

If you answer yes to this survey, your student will be required to ride the shuttle for all sports/seasons when the shuttle is needed to transport to the appropriate site.

If you answer no to this survey, you are indicating that your student will be transporting himself or herself to the appropriate site for practice. In the case of an accident when traveling, they are not covered by either school district's insurance. They will not be able to ride school provided transportation for practice.

Risk of Participation

All student athletes and parents, guardians must realize there is a risk of serious injury and even death, which may be the result of athletic participation. Sedgwick County Athletics will use the following procedures to help protect against injury:

1. Offer a parent/student athlete meeting prior to the start of the season to explain the athletic policies and advise, caution and warn parents/student athletes of the potential injury or death.
2. Maintain a continuing education program for coaches to learn up-to-date techniques and skills for their sport.
3. Instruct all student athletes about the dangers of participation in their particular sport.

Alternative Transportation Policy

Purpose:

To ensure that students that are using alternative transportation to and from athletic events are properly accounted for, and a signature of that action is kept on file.

Alternative Transportation is defined as a student athlete not using the transportation that is provided for them by Sedgwick County Athletics to and from athletic events with the permission of their legal guardian.

All coaches will receive a notebook with Alternative Transportation Forms at the beginning of their season. This book must be kept with the team at all times when on the road and will be turned into the Athletic Director at the end of the season to be kept on file until the end of the school year. At the end of the school year all completed forms will be shredded.

Procedure:

1. If a student athlete is not going to use the transportation provided by Sedgwick County Athletics they must have a legal guardian sign them out on the correct form in the alternative transportation book.
2. The head or an assistant coach of that particular sport must authorize the alternate transportation and must see the legal guardian sign the student athlete out and leave with the legal guardian.
3. No one except the student athlete's legal guardian will be allowed to sign a student athlete out of the use of the provided transportation. The only exception to the rule will be if the legal guardian has received written authorization from Administration and that information has been passed on to all coaches and athletic directors.
4. Only under special circumstances authorized by the head coach will a student athlete be allowed to use alternate transportation to an athletic event. If this happens the Alternate Transportation Form must be signed prior to the team leaving for the event and one of the athletic directors or administrators must be notified as soon as possible that it is happening and that it has been approved by the coach of that sport.

Alcohol, Drug & Tobacco Regulations

The following regulations have been established by the administration and coaching staff and approved by the Julesburg and Revere Boards of Education to govern the Sedgwick County Athletic Program. The rules will be enforced throughout the year for all participating and non-participating potential athletes. All violations are cumulative for each student's years of attendance at Julesburg Jr/Sr High School and/or Revere Jr/Sr High School beginning when they enroll as 7th graders. Violations of this policy will follow any athlete that transfers between the Julesburg and Revere Schools. Any student transferring between the Julesburg and Revere School Districts who is facing suspension from another school district will have the same suspension levied unless that suspension is less than that stated in this policy.

Any individual listed below witnessing any athlete, manager or cheerleader consuming, using or possessing alcohol, drugs or tobacco; or possessing or using vaping, juuling or e-cigarette devices regardless of substance inhaled will file a report with the Athletic Director. This report will be investigated by the Athletic Director and results reported to the administration to determine if suspension is warranted.

1. Any coach/sponsor/teacher/school board member (Failure to report or remaining in the vicinity of any violation will result in the termination of the coach or sponsor.)
2. A member of the administration
3. A law enforcement officer and is charged by that officer
4. Any student who self-incriminates themselves (concerning alcohol, tobacco, vaping, or drugs) through social media or heard by school personnel will be punished according to the consequences stated above. This means bragging or the general discussion of breaking training rules, etc. (even if done jokingly). Infractions will be considered when reported and attested to by school personnel.

Punishment for violation of the above rules:

Definition of participation for enforcing punishment:

"Participation will be considered as actual school vs. school competition, and NOT team only practice. Suspension will be from the individual's highest level of potential play in a sporting contest as determined by the administration."

First Offense: Suspension from participation equal to 50% of regular season games, tournaments or meets. This suspension will carry over to the following season if 50% of the current season has been completed. This suspension can be reduced to 25% of the season by self-reporting the violation to a member of the administration within 48 hours of the incident.

Second Offense: Suspension from all remaining contests in the current season and 50% of the next season's games, tournaments or meets in which the person participates and

completes. If less than 50% of a current season exists, the student will serve the remainder of the current season and 50% of the following season.

Third Offense: Suspension for one calendar year from all competition beginning the first day of this suspension and ending on the anniversary date of said suspension.

Fourth Offense: Permanent suspension from all athletics during that person's high school years in Julesburg or Revere.

Random Drug Testing Guidelines for Students Involved in Extracurricular Activities

At Revere & Julesburg Jr/Sr HIGH SCHOOL

Authority:

The Revere & Julesburg School Districts prohibits the possession, use, misuse, or the distribution of drugs, controlled or mood-altering substances, including anabolic steroids, look-alikes, designer drugs, drug paraphernalia, and medication not registered with the office, or alcohol on school district property, school buses, or during activities under school district jurisdiction. This policy encompasses all students in grades 7 to 12 desiring to participate in any interscholastic athletic activity and/or extracurricular activity. The policy includes those students being educated by the district under special circumstances, including homeschooling and home bound. The district welcomes all students, with the permission of their parents/guardians, to participate voluntarily in the program.

The districts will require any student who is submitting to testing and the student's custodial parent/guardian to consent in writing to drug testing pursuant to the district's drug testing program using the forms provided by the district. No student will be able to participate in any interscholastic sport or any extracurricular activity without such consent. Students and parents or legal guardians will have the opportunity to participate in an Informational Meeting concerning the District's Random Drug Testing Policy. Immediately prior to giving a specimen, each student shall complete all forms required by the testing company selected by the District.

Definitions:

Adulterant/Adulteration - Any attempt to alter the outcome of a urine drug test by adding a substance to the sample, attempting to switch a sample, or otherwise interfere with the detection of illicit or banned substances in the urine.

Chain of Custody Form - A preprinted form provided by the testing laboratory that records all contact with the provided specimen. The form is initiated by the collector, signed by the donor and provides tamper-proof seals for the specimen. The original form is sent with the specimen to the lab.

Controlled Substance - A controlled substance is any drug or substance listed in Schedules I-V of the Colorado Controlled Substances Act of 1970. Examples include but are not limited to alcohol, marijuana, stimulants, depressants, hallucinogens, etc.

Designer Drug - A controlled substance analog is a non-controlled substance that either produces the pharmacological effect or is represented to produce pharmacological effects similar to a controlled substance in Schedule I and II of the Federal Analog Act of the Colorado Controlled Substances Act of 1970.

Drug/Mood-Altering Substance - As used in this policy shall be defined as any controlled substance, non-controlled substance, or designer drug, look-alike substance or health endangering substance.

Drug Paraphernalia - All equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing to the human body a controlled substance.

Drug Program Coordinator (DPC) - The individual (Athletic Director or his/her designee) responsible for the implementation of the substance monitoring program as outlined.

Ethyl glucuronide (EtG/EtS) - The EtG/EtS test is a urine-based laboratory test that detects the metabolites of alcohol (ethyl glucuronide) in human urine.

Extracurricular Activity Participant - Any student in grades 6 to 12 participating in any non-graded, extracurricular activity. Such activities in the Revere and Julesburg School Districts include but are not limited to:

Football	Volleyball	Basketball	Care Team
Wrestling	Track	Baseball	
Team Manager	Student Trainers	FBLA	
FFA	NHS	Drama Productions	
Student Council	Pep Band	Choir	

****Or any other extracurricular activity****

GC/MS (Gas Chromatography/Mass Spectroscopy) - A scientific process to identify specific chemical compounds. A molecular fingerprint is obtained that identifies a chemical compound with one hundred percent (100%) accuracy.

Hair Follicle Drug Test – Procedure used to attain a hair specimen to be sent to a toxicology lab for screening of drugs and alcohol.

Medical Review Officer (MRO) - A medical doctor specifically trained and licensed to review positive drug and alcohol test results.

Quantitative Levels - The measurement levels of a specific chemical in the urine reported usually in nanograms per milliliter (ng/ml).

Quick-Dip Screening - An instrument designed to identify substances immediately. This instrument is less sensitive than those completed by the toxicology lab.

SAMHSA - (The Substance Abuse and Mental Health Services Administration) - A governmental agency that certifies toxicology laboratories that perform drug testing following strict guidelines and constant quality assurance programs.

Scope of Tests – The drug screen tests for one or more illegal drugs and/or alcohol. The Vendor shall determine which illegal drugs shall be screened, but in no event shall that determination be made after random selection of students for testing. Student samples will not be screened for the presence of substances other than an illegal drug or for the existence of any physical condition other than drug use.

School Property - This policy covers all locations under the jurisdiction of the Revere and Julesburg School Districts, including away events in or out of the state of Colorado.

Toxicology Lab - Any licensed and accredited lab that specializes in detection of drugs and alcohol and provides assurance of legally defensible results.

Urine analysis - Procedure used to attain a urine specimen to be sent to a toxicology lab for screening of drugs and alcohol.

Athletic Director - The administrator responsible for carry out the policy and procedure.

Procedure for Drug Testing Participants

Informed Consent for Testing

Prior to the beginning of the new school year, at the beginning of each sports season, or when a student decides to join an extracurricular activity or organization, students and their parent/guardian, will complete and sign the Consent to Test Form. Written consent shall be in the forms attached to this policy as EXHIBIT A. No student may participate in an activity, practice, or competition until these forms are properly executed and on file with the Jr./Sr High School Drug Program Coordinator (DPC).

Release of Information

Parent/guardian/custodian of all students enrolled in the Random Drug Testing Program within the Revere and Julesburg School Districts will sign Releases of Information (ROI) to the toxicology lab identified and the Drug Program Coordinator. At any time, the ROI is revoked by the parent, the student is no longer allowed to participate in any extra-curricular activity until the ROI is reinstated.

Drug Monitoring Frequency

Testing will be randomly conducted throughout the school year. The date and time of tests will be randomized by the Drug Program Coordinator (DPC), Monday through Thursday during school year. All students enrolled in athletic/extracurricular activities or who anticipate enrollment via the Consent to Test Form will remain in the random pool throughout the school year. Volunteer students will also become participants in the random pool. Any student who refuses to submit to drug monitoring will not be allowed to practice or participate in athletic/extracurricular activities. The district will incur the cost of the random drug and alcohol tests.

Sample Collection

Samples will be collected as outlined under Athletic Director requirements. Any eligible student athlete, activity participant, or volunteer selected randomly for drug monitoring who is not in school will be tested at the next available testing time. If a student's sample is dilute, they will be retested at the next available testing time. If two consecutive dilute samples occur, a hair sample will be taken at district cost. A student who fails to provide an adequate specimen within one hour of the testing time will be held to a temporary suspension from participation until a specimen is produced, or may voluntarily submit to a hair follicle test. Students who request that a hair sample be taken rather than submitting to a urine test will be charged the additional fee (approximately \$50.00) over the cost of the urine tests.

Collection of Specimen

Specimen collections will occur on the school campus in a designated location ***at the Centennial Mental Health office located in Julesburg*** under the supervision of the vending agency. All specimens will be screened for drugs and alcohol using a lab approved drug and ETG test at the time of collection. All samples will be sent to the toxicology lab. The Vendor will oversee the collection of specimens as outlined in the Procedure for Random Drug Monitoring of the Revere School District. Students will be given adequate privacy in the obtaining of the specimen.

Random Selection of Enrolled Students

The number of students ***randomly*** selected for testing each week will be determined by the Drug Program Coordinator (DPC). The Drug Program Coordinator (DPC) will communicate the randomly selected student(s) to the administration where the student attends school. Parents/guardians will be notified by the school of attendance that their student is being transported off school campus to complete testing at the time students are being transported. The Student will be given a copy of the Chain of Custody form immediately following testing to verify testing occurred. A copy of the results, after being processed in the lab, and a copy of the Chain of Custody form will be mailed to students by school after processed in the lab. It will be forwarded by the Drug Program Coordinator (DPC) to the attending school. The attending school will mail a copy of the lab results to the parents.

Random/Voluntary Testing

The Board authorizes random unannounced screening of all students participating in athletic/extracurricular activities and/or those students who have signed up for voluntary testing. The list of students participating in extracurricular activities contained in the random pool will be updated upon receipt of a signed consent form. Students participating in athletic/extracurricular activities who have been selected will be offered a bottle of water prior to testing. Students should be in the office 30 minutes prior to the test. After the 30 minutes have elapsed students will be escorted to the designated collection site for testing.

Return of Results

The Toxicology Lab will certify all drug screens and report by telephone/fax positive findings in a confidential manner to the Vendor. The Vendor is responsible for informing the parent/guardian of a positive result. The Vendor will communicate a positive result to the Drug Program Coordinator. The Drug Program Coordinator will schedule a meeting with the custodial parent or legal guardian, the Drug Program Coordinator, and the student to review the consequences of testing positive.

Request for Retest

Students involved in the program may, upon a non-negative test result, request that the sample be re-tested (within 72 hours of being notified of the final testing result) at a second nationally certified laboratory from a list provided by the Lab. The request for the test must be submitted in writing to the Lab. Students participating in athletic/extracurricular activities are required to pay the associated costs for an additional test in advance. However, the costs will be reimbursed if the result of the re-test is negative.

Consequences for Testing Positive during a Drug Screening

No student participating in this testing program shall be penalized academically for testing positive for illegal drugs. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities, absent legal compulsion by valid and binding subpoena or other legal process, which the District shall not solicit. In the event of service of any such subpoena or legal process, the student and the parent/guardian will be notified at least seventy-two hours before a response is made by the District.

First Positive Test Confirmed by Lab Results

Drug Program Coordinator (DPC) will meet with the parent(s) and student to review the results and share information about what the family should expect when going to the Vendor for the intake assessment. Student is notified by DPC to attend, but not participate in practice for four (4) calendar days for the safety of themselves and other students. A negative test or reduced THC level must be provided to the DPC before the student may return to practice or participation. Prior to readmission to the team or organization, the student must submit to a new drug test at the student's expense, administered in accordance with the testing company's procedures utilized for random drug testing. The testing company currently under contract with the Board must conduct all subsequent tests. Reports will be delivered to the DPC only. Consequences will be administered as outlined in the Activities / Athletics Handbook. Documentation of alcohol/drug use assessment by a drug counselor shall be turned in to the DPC. Follow through of the recommended drug assistance program sessions with the counselor is strongly encouraged.

Second Positive Test Confirmed by Lab Results

DPC meeting with parent(s) and the student. Consequences will be administered as outlined in the Activities / Athletics Handbook for a second offense. Written receipt of five sessions of drug counseling with a certified addiction counselor of the family's choice must be completed before the student may petition to return to activities. Prior to readmission to the team or organization the student must submit to a new drug test at the student's expense, administered in accordance with the same procedures utilized for random drug testing. The testing company currently under contract with the Board must conduct all subsequent tests. A negative test or reduced THC level must be provided before the student may return to the activity. Follow-up drug testing for 12 consecutive months will begin upon notification of the second positive test. Testing continues through graduation, or following completion of all summer school-related activities following graduation. Monthly follow-up testing must be paid in advance by the family.

Third Positive Test Confirmed by Lab Results

DPC meeting with parent(s) and student. Suspension of eligibility to participate in athletic/extracurricular activities for one year from the date of the third positive test meeting, or end upon graduation. A negative test or reduced THC level (at the family's expense) must

be provided before the student may return to the activity. Follow-up drug testing will continue for 12 consecutive months from the date of the meeting. Monthly follow-up testing must be paid in advance by the family.

Fourth Positive Test (during Jr/Sr High School career of a student)

DPC meeting with the parent(s) and student. Suspension of eligibility to participate in activities for the remainder of the student's time as a student.

Refusal to Submit to Drug Use Test / Self Disclosure in lieu of Testing

A participating student who refuses to submit to a drug test authorized under this policy, who admits using and chooses not to be tested, or who otherwise fails or refuses to comply with any other provision of this policy it will be considered an offense as listed in this policy and the Athletics /Activities Handbook.

Appeal

Revere & Julesburg Jr/Sr High Schools conform to federal requirements of due process for students. A student participating in athletic/extracurricular activities who has been determined by the school principal or Drug Program Coordinator to be in violation of this policy shall have the right to appeal the decision to the Superintendent or his/her designee. Such request for a review must be submitted to the Superintendent in writing within five (5) calendar days of notice of the positive test. A student requesting a review will remain ineligible to participate in any athletic/extracurricular activities until the review is completed. The Superintendent or his/her designee(s) shall then determine whether the original finding was justified. No further review of the Superintendent's decision will be provided, and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the Superintendent which shall be final and non-appealable.

Record Keeping and Confidentiality

All records pertaining to participants shall be kept separate from the student records. The record keeping and results of all testing will be held in the strictest confidence. These records will be accessible only to the Drug Program Coordinator or his/her designee. All records will be kept for a period of seven years. The Athletic Director, testing laboratory, or MRO may not release any statistics on the rate of positive drug tests to any person, organization, news publication or media without expressed written consent of the Revere and Julesburg School Districts. However, the Athletic Director will provide the Drug Program Coordinator with semiannual reports showing the number of tests performed, rate of positive and negative tests, and what substances were found in the positive specimens.

Severability

Should any sentence, clause, provision, or paragraph of this entire policy be deemed unlawful or unconstitutional, it is intended that, insofar as may be practicable, the remaining portions of this policy shall remain in full force and effect.

Program Evaluation

The Superintendent and Drug Program Coordinator shall be responsible for conducting an evaluation of the program and report the findings to the Board of Education on an annual basis. The evaluation shall include levels of participation, test results, and parent survey data.