

**John Glenn High School  
Extracurricular Code of Conduct**



**John Glenn High School**  
3201 Kiesel Road  
Bay City, MI 48706

Please return the required signature page on the back of this page to the Athletic Office at John Glenn High School.

# John Glenn High School Extracurricular Code of Conduct Signature Page

This Signature Page must be signed by both a parent/guardian and the student and returned to the coach or Athletic Director before the student will be eligible to participate. Participation in Interscholastic Athletics carries an inherent risk of injury or death. By signing this consent form, you acknowledge and accept such risks. The school is not liable for expenses incurred for physical examinations or medical treatment of injuries. Parents are responsible for all insurance coverage of student athletes.

**By signing this form, you  
acknowledge that you have read, understand, and  
agree to abide by the policies and expectations set  
forth in the extracurricular code of conduct that is  
available online at [www.johnglennathletics.com](http://www.johnglennathletics.com).**

\_\_\_\_\_  
Student Printed Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Guardian Printed Name

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

Please note: This code of conduct is enforced whether or not you have signed this form. Your signatures are to reinforce understanding of the policies set forth by the Athletic Department and the Bangor Township School's Board of Education.

## CONCUSSION AWARENESS EDUCATIONAL MATERIAL ACKNOWLEDGEMENT FORM

By my name and signature below, I acknowledge in accordance with Public Acts 342 and 343 of 2012 that I have reviewed the Concussion Fact Sheets for Parents and Students provided by Bangor Township Schools that is available online at [www.johnglennathletics.com](http://www.johnglennathletics.com).

\_\_\_\_\_  
Student Athlete Printed Name

\_\_\_\_\_  
Student Athlete Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Guardian Printed Name

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

# John Glenn High School Extracurricular Code of Conduct

Extracurriculars at John Glenn High School are an integral part of the educational process that offers a positive and meaningful experience. These opportunities enhance the growth and development of all young men and women who participate. As participants, students are expected to make a commitment to abide by the rules set forth and to live up to the high expectations of personal conduct in school and in the community throughout their high school career. Participation in extracurriculars is a privilege, not a right. John Glenn High School enjoys a rich tradition of extracurricular excellence and students should be proud to be able to carry on that tradition with care.

Athletic eligibility rules governing transfers, grades, age, amateur status, etc. established by the MHSAA and adopted by the Bangor Township Schools Board of Education can be found on the MHSAA web site at [www.mhssa.com](http://www.mhssa.com). If you are uncertain or have any questions, please seek explanation or answers in the John Glenn High School Athletic Office or call (989) 684-7510 ext. 2202. For more Athletic Department information, please go to [www.johnglennathletics.com](http://www.johnglennathletics.com).

The John Glenn High School Extracurricular Code of Conduct will be in effect starting from the students' first practice/tryout date of the sports' season or activity until the students' last day of the sports' season or activity (with exception to Section II Violations). This Code of Conduct will be upheld regardless of the student's age and also regardless if the student signs it. Please note, 18 year old students and older will be held to the same standard of all high school students.

**JOHN GLENN HIGH SCHOOL USES THE ESTABLISHED MHSAA RULES AND REGULATIONS FOR ALL SPORTS, INCLUDING POM PON AND SIDELINE CHEERLEADING (with the exception of Limited team membership for SIDELINE CHEERLEADING), IN ADDITION TO THE FOLLOWING:**

*\*The asterisk items apply to Athletics only.*

## **SECTION I: RULES OF ELIGIBILITY**

### ***Academic Eligibility:***

**Previous Academic Credit Record:** A student must have passed at least 66% of a full credit load potential of a full-time student (typically 5 of 7 classes) during the previous high school semester in order to maintain academic eligibility at John Glenn High School (unless the student is an incoming Freshmen). Please note that the previous semester may be the previous school year. Students who have not passed at least 66% of a full credit load potential of a full-time student during the previous semester are ineligible through and including the next 60 scheduled school days. Deficiencies can be made up during summer school, E20-20, online, etc. and the student will regain eligibility when the grade/credit is posted on the student's transcript.

**Current Academic Credit Record:** Students must also be currently passing at least 66% of a full credit load potential of a full-time student (typically 5 of 7 classes) as determined by the Progress Reports (approximately half-way through each Marking Period). If a student is not passing at least 66% of a full credit load potential of a full-time student when checked at the Progress Report, that student is ineligible for competition for the next Monday through Sunday, with reoccurring weekly checks and ineligibility, until the student is passing at least 66% of a full credit load potential of a full-time student or the Marking Period ends. Students must also be passing at least 66% of a full credit load potential of a full-time student upon the completion of both the 1<sup>st</sup> and 3<sup>rd</sup> Marking Periods. If a student is not passing at least 66% of a full credit load potential of a full-time student when the 1<sup>st</sup> or 3<sup>rd</sup> Marking Period ends, that student is ineligible for competition until the next Progress Report. Deficiencies can be made up during summer school, E20-20, online, etc. and the student will regain eligibility when the grade/credit is posted on the student's transcript.

Please note, academically ineligible students will not be allowed to be dismissed from school early to attend events.

**\*Amateur Status/Awards:** A student may not accept money, gifts, or other valuables from any source for participating in athletics. Students may not have officiated in interscholastic contests or signed any professional athletic contracts. Students may not accept any awards for participation in athletics that exceed a value of \$25.00.

**Attendance:** Students must be in attendance **ALL** day in order to be eligible to participate in the practice, event, performance, or contest that day unless a pre-excused absence before the start of the school day has been communicated to the Extracurricular Director or designee of his or her in season activity. Reporting the absence just to the Attendance Office is not enough.

Being 10 minutes late or more to the student's first hour or 5 minutes late or more for all other hours constitutes an absence.

In the case of any extenuating circumstances when the student arrives late to school without being pre-excused, the student **MUST** personally contact the Extracurricular Director\* of his or her in season activity, as soon as possible before the end of second lunch on the date of the absence or he or she will not be allowed to participate in the practice, event, performance, or contest on that day.

If there is a valid excuse as determined by the Extracurricular Director and/or the Principal(s) as to why the student missed part (or all) of the day **and** the student personally contacted the personnel mentioned above as soon as possible before the end of second lunch on the date of the absence, the student may be allowed to participate that day. In the event of all extenuating circumstances, Administration will make the final decision regarding daily eligibility.

\*Extracurricular Directors consist of the following positions: Athletic/Drama/Music/Vocal/Band Directors, etc. If the Extracurricular Director is not available, the student should contact one of the following: Principal, Assistant Principal, Assistant Athletic Director, or main office secretary.

**\*Concussion Information:** Public Acts 342 and 343 of 2012 requires concussion information to be provided to student athletes and their parents/guardians involved in athletics. Concussion information is provided at the end of this document and the CONCUSSION AWARENESS EDUCATIONAL MATERIAL ACKNOWLEDGEMENT FORM provided at the end of this document must be turned in to the Athletic Office before the first day of the student's first sports' season.

**Insurance:** John Glenn High School assumes no responsibility for the medical attention resulting from an injury sustained while participating in extracurriculars.

**\*Limited team membership:** A student who is a member of a high school athletic team may not compete in any "non-school" event, game, scrimmage, or tournament in the same sport during that same season. This includes local city or church leagues, etc. Summer activities do not count. Students may be members of only one high school athletic team at a time unless mutually agreed upon by both coaches of the teams involved. Students are strongly discouraged from quitting a team once they have become a member. Students who quit one team may not join another team during that same season.

**Pay to Participate:** In order to maintain our current extracurricular offerings, a Pay to Participate fee has been established of \$35.00 for each extracurricular offering. Athletic payments are due to the Athletic Office before the first practice/tryout of each season. Fine Arts payments are due before the pre-production parent meeting. Students who pay for three extracurricular offerings will not be charged a fourth fee. No student will be denied an opportunity to participate in an extracurricular offering due to failure to pay the fee. Please communicate with a coach or the Extracurricular Director of a financial concern before the start of the season.

**\*Physical exams:** No student shall be eligible to represent a high school for whom there is not on file in the office of the Athletic Director, before the first practice/tryout, a physical for the current school year (given on or after April 15 of the previous school year) certifying that (1) the student has passed a physical examination and is physically able to compete in athletic practice and contests and (2) there has been consent for disclosure to the MHSAA of information otherwise protected by FERPA and HIPAA for the purpose of determining eligibility for interscholastic athletics.

**Suspensions:** Students who are suspended from school or extracurriculars are not eligible to practice or compete during the suspension period (unless approval is given by Administration) and may not use school transportation (unless approval is given by Administration) and will not be dismissed early from school to attend a contest. The student is eligible to attend practices, events, and competitions, but will not be allowed to participate until the completion of the suspension (unless approval is given by Administration). School suspensions and Code of Conduct suspensions do not necessarily have to overlap. Administration reserves the right to determine the appropriate discipline for the suspension period.

**\*Transfer students:** Please consult with the Athletic Director to determine athletic eligibility when transferring. Consider yourself ineligible until you have written documentation from the Athletic Director of your eligibility.

**SECTION II: USE OF TOBACCO, ALCOHOL, E-CIGARETTES, OR OTHER DRUGS OR VIOLATIONS OF LOCAL, STATE, AND/OR FEDERAL LAW:**

Section II will be in effect starting from the first practice/tryout date of the student's initial sport of their high school career, in and out of all MHSAA seasons and in and out of the school year, until the student graduates or the last date of the student's last sport (whichever is later) including all dates in between. Administration reserves the right to use discretion for violations in this category.

This applies to, but is not limited to the following:

- Possession, use, sale, or distribution of intoxicating beverages.
- Possession, use, sale, or distribution of tobacco in any form.
- Possession, use, sale, or distribution of controlled substances, drugs, counterfeit drugs, look-a-like drugs, e-cigarettes, look-a-like e-cigarettes, or prescription medication that is not issued to the individual in possession.
- Violations of local, State, and/or Federal laws (excluding minor traffic violations).

**\*Athletic Penalties for Section II Violations:**

**\*1<sup>st</sup> Violation**

The student will be placed on immediate, continuous suspension from competition for 20% of the current or next season (unless the student's next season is two or more sports' seasons away), based on the number of scheduled games, rounded up to the nearest full game and starting with the next scheduled game. Suspensions will carry over from one season until the next. Administration will clarify the remainder of the suspension if need be.

Students are strongly encouraged to self-report the violation to their coach or an Administrator. Self-reporting consists of the student personally contacting the coach or an Administrator before the coach or Administrator contacts the student. Individuals who self-report the violation will see his or her suspension reduced to 15% rounded up to the nearest half game with the rest of the stipulations the same as mentioned above.

**\*2<sup>nd</sup> Violation**

The student does not participate for the remainder of the school year in any sport. Self-reporting a 2<sup>nd</sup> violation will not change the discipline.

**\*Additional Violations**

The student does not participate for the remainder of his or her high school career in any sport. Self-reporting the additional violations does will not change the discipline.

Students and parent(s)/guardian(s) will be notified as soon as possible of the Section II violation. It is the responsibility of the parent/guardian to schedule a meeting in regards to the violation with the Athletic Director within two school days of notification of the violation if there are any questions regarding the suspension.

**\*Appeals for Athletic Penalties for Section II Violations**

Students may appeal the suspension to the Athletic Director, in writing, within two days of being informed of the violation. Students will be suspended from competition during the appeal process until a determination is made by the Appeals Committee. The Appeals Committee will consist of three in-season coaches and one administrator, none of which will be involved in the incident(s) being reviewed.

## **Fine Arts or other Extracurricular Penalties for Section II Violations:**

### **1<sup>st</sup> Violation**

Immediately after the violation has been recognized by the Fine Arts/Extracurricular Coordinator or administrator the student will go before the Fine Arts/Extracurricular Coordinator committee comprised of the Fine Arts/Extracurricular Coordinators and building administrators. Discipline will be decided upon that time.

### **2<sup>nd</sup> Violation**

Immediately after the second offence is officially recognized, the student will be banned from all further Fine Arts/Extracurricular activities once they finish their current obligations. Students may petition, in writing, to the Fine Arts/Extracurricular Coordinator for reinstatement to the activity, provided that at least one calendar year of suspension has been completed from the date of the second infraction. The Fine Arts/Extracurricular Coordinator and building principal will make the determining decision on reinstatement.

## **\*SECTION III: EQUIPMENT AND TRANSPORTATION:**

**A.** Equipment/uniforms are issued for the use of team members only. It remains the property of the school district and is to be maintained and cared for. Equipment/uniforms that are damaged beyond normal wear and tear, or are lost or stolen, will be charged to the student at its replacement cost. Payment for equipment/uniforms not turned in must be made before the student is allowed to participate in his or her next sport or activity. Uniforms are not to be worn during gym classes.

**B.** Athletic teams will use school transportation to and from contests and all team members are expected to ride with the team unless otherwise preauthorized. When school transportation is not provided due to proximity of the contest or other reasons, students or parents may transport athletes to and/or from contests. A signed consent form must be turned in to the coach before players may ride separately from the team. Consent forms are located in the Athletic Office or online at [www.johnglennathletics.com](http://www.johnglennathletics.com). Coaches have the right to deny a student permission to travel separate from the team if it is not deemed appropriate.

## **SECTION IV: PRACTICE SCHEDULES, GAME AND PRACTICE CANCELLATIONS**

Practice schedules will be determined based on facility availability, with Varsity teams having first priority. No required practices will be held on federal holidays. On days when school has been cancelled due to inclement weather, practice may be authorized by Administration and will not begin until after 12:00 pm unless approved by Administration. No practices will be held without proper coach supervision.

Contests that are scheduled on days when school is cancelled may or may not be cancelled depending upon weather condition, safety factors, and other concerns. The decision to cancel and/or reschedule events will be made by Administration by 12:00 pm.

## **SECTION V: SPORTSMANSHIP/CONDUCT UNBECOMING OF AN ATHLETE OR SPECTATOR**

**A.** All members of all extracurriculars and their spectators are expected to conduct themselves in a manner that will reflect positively on the school and the community at both home and away contests. Poor sportsmanship and negative behaviors will be disciplined appropriately and immediately.

**B.** The penalty for unsportsmanlike conduct or conduct unbecoming of a student athlete will be assessed by administration based on the severity of the violation for any in-season student athletes.

## UNDERSTANDING CONCUSSION

### Some Common Symptoms

Headache	Balance Problems	Sensitive to Noise	Poor Concentration	Not "Feeling Right"
Pressure in the Head	Double Vision	Sluggishness	Memory Problems	Feeling Irritable
Nausea/Vomiting	Blurry Vision	Haziness	Confusion	Slow Reaction Time
Dizziness	Sensitive to Light	Fogginess	"Feeling Down"	Sleep Problems
		Grogginess		

### WHAT IS A CONCUSSION?

A **concussion is a type of traumatic brain injury** that changes the way the brain normally works. A concussion is caused by a fall, bump, blow, or jolt to the head or body that causes the head and brain to move quickly back and forth. A concussion can be caused by a shaking, spinning or a sudden stopping and starting of the head. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious. A concussion can happen even if you haven't been knocked out.

You can't see a concussion. Signs and symptoms of concussions can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If the student reports any symptoms of a concussion, or if you notice symptoms yourself, seek medical attention right away. A student who may have had a concussion should not return to play on the day of the injury and until a health care professional says they are okay to return to play.

### IF YOU SUSPECT A CONCUSSION:

- SEEK MEDICAL ATTENTION RIGHT AWAY** – A health care professional will be able to decide how serious the concussion is and when it is safe for the student to return to regular activities, including sports. Don't hide it, report it. Ignoring symptoms and trying to "tough it out" often makes it worse.
- KEEP YOUR STUDENT OUT OF PLAY** – Concussions take time to heal. Don't let the student return to play the day of injury and until a health care professional says it's okay. A student who returns to play too soon, while the brain is still healing, risks a greater chance of having a second concussion. Young children and teens are more likely to get a concussion and take longer to recover than adults. Repeat or second concussions increase the time it takes to recover and can be very serious. They can cause permanent brain damage, affecting the student for a lifetime. They can be fatal. It is better to miss one game than the whole season.
- TELL THE SCHOOL ABOUT ANY PREVIOUS CONCUSSION** – Schools should know if a student had a previous concussion. A student's school may not know about a concussion received in another sport or activity unless you notify them.

### SIGNS OBSERVED BY PARENTS:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Can't recall events prior to or after a hit or fall
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes

### CONCUSSION DANGER SIGNS:

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. A student should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people/places
- Becomes increasingly confused, restless or agitated
- Has unusual behavior
- Loses consciousness (even a brief loss of consciousness should be taken seriously.)

### HOW TO RESPOND TO A REPORT OF A CONCUSSION:

If a student reports one or more symptoms of a concussion after a bump, blow, or jolt to the head or body, s/he should be kept out of athletic play the day of the injury. The student should only return to play with permission from a health care professional experienced in evaluating for concussion. During recovery, rest is key. Exercising or activities that involve a lot of concentration (such as studying, working on the computer, or playing video games) may cause concussion symptoms to reappear or get worse. Students who return to school after a concussion may need to spend fewer hours at school, take rests breaks, be given extra help and time, spend less time reading, writing or on a computer. After a concussion, returning to sports and school is a gradual process that should be monitored by a health care professional.

Remember: Concussion affects people differently. While most students with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer.

To learn more, go to [www.cdc.gov/concussion](http://www.cdc.gov/concussion).

**Parents and Students Must Sign and Return the Educational Material Acknowledgement Form**