



MARSHALL HIGH SCHOOL
Athletics and Activities Handbook
2021-2022

Marshall High School Handbook

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WELCOME TO MHS ATHLETIC/ACTIVITY PROGRAMS

Welcome to the MHS Athletic/Activity Programs! We are excited you have chosen to participate in one of our fine co-curricular activities. Statistics show that involvement in school programs increases a student's chance of academic success and social adjustment. Many of the character traits required to be successful participants are exactly those that will promote a successful life after high school. Since research indicates a student involved in co-curricular activities has a greater chance of success during adulthood, these programs were established and are maintained with student growth and development in mind.

We hope the information provided within this handbook makes both parents' and students' experience with the MHS Athletic/Activity Programs more enjoyable and engaging. Your decision to take advantage of this part of high school life will be educational, rewarding, and challenging. Marshall High School encourages you to take advantage of as many opportunities as possible. We do not encourage specialization in one sport or activity. We would encourage you to experience a variety of sports as well as other school activities. Naturally, due to conflicts in seasons, practice times, schedules, etc., some choices will have to be made by you. As an MHS student, we support you as you strive to grow emotionally, mentally, socially, and physically through our athletics and activities.

Athletic/Activity Program Goal

Student athletics and activities are an integral part of the total secondary educational program because they provide experiences that will help students to acquire additional knowledge and skills, while helping to gain the attributes of good citizenship.

Athletic/Activity Program Philosophy

We believe student participation in any part of our activity/athletic program is a privilege which carries with it responsibilities not only to the participant, but to the school, activity, student body, and Marshall community. Athletic/Activity participation represents a year-round commitment that will help the student develop physically, mentally, socially, and emotionally.

Participant Responsibilities

Athletic/Activity Commitment

We believe school activities - outside of the regular school day - enhance the education of each student. We encourage you to commit yourself to being the best you can be both in and out of the classroom.

As a student participant, you are in school to secure the best secondary education possible. If the ultimate value of activities is to be achieved, certain responsibilities are expected of the student participant. Because you are in the public eye, your personal conduct must always be above reproach. You have an obligation to create a favorable image and gain the respect of your teammates, the MHS student body, and the Marshall community.

You are also expected to:

- strive to achieve sound citizenship and desirable social traits, including emotional control, honesty, cooperation, dependability, and respect for others;
- maintain academic citizenship and eligibility standards as established by the Missouri State High School Activities Association (MSHSAA);

- learn the spirit of hard work and sacrifice;
- learn to attain physical fitness through good health habits;
- demonstrate the desire to excel;
- show respect for both authority and property;
- be willing to accept the leadership role instilled through the activity/athletic programs.

MSHSAA ACTIVITIES/ATHLETICS - HIGH SCHOOL

Curricular and Co-Curricular Organizations

Some organizations fall under academic class guidelines, as well as, activity guidelines and requirements because a class period is given to the organization as well as academic credit. Such classes have academic objectives and independent grading criteria. Students enrolled in these courses may have other required expectations. The individual staff advisors will acquaint the students with the full scope of responsibilities in those classrooms.

Marshall High School offers a variety of school site-based chartered clubs. These clubs may be curricular or non-curricular in nature. Check with the high school activities office for a complete listing of clubs, sponsors, and contact information.

The MPS athletic/activity program is an integral part of the total secondary educational program, as it provides experiences that help students acquire additional knowledge and skills. Extracurricular activities also teach and encourage students to demonstrate the attributes of good citizenship.

MSHSAA ACTIVITIES/SPORTS

ACTIVITIES

Concert Band
Orchestra
Choir
Marching Band
Cheerleading
Dance Force
Speech/Debate
Academic Team

SPORTS

Baseball	Track & Field B/G
Basketball B/G	Swimming B/G
Cross Country B/G	Diving B/G
Football	Volleyball
Golf B/G	Wrestling B/G
Soccer B/G	
Softball	
Tennis B/G	

NON-MSHSAA ACTIVITIES

Forensics
Archery

E-Sports

Drama

Basic Participation Policies

1. Students are encouraged to decide the activities in which they wish to participate. It is the MHS philosophy that students facing a conflict between two MHS sponsored activities will be given a

choice of which to attend. Certain school activities (to be determined by the administrators) will have priority. See the Activity Conflict Priority List on page 4.

2. A student who has initiated participation in a sport or activity, but gives up on his/her own accord, will not be eligible to start practicing for another sport/activity before the end of the season in which the sport/activity was dropped unless the head coach/sponsor (of the sport/activity that was dropped) signs a release and the head coach of the new sport/activity accepts the student. EVERY STUDENT SHOULD UNDERSTAND THIS POLICY. Any activity member who quits cheer, dance, or flags before the season is completed could be ineligible for tryouts for another activity group for a period up to 365 days.
3. All students will be transported to and from respective activities via school transportation. Students must use the school transportation to travel to an activity. Parents may request to transport their student FROM the activity by signing their student out after the event. If your child needs to be signed out by another parent, please contact the Activities Office prior to the event.
4. If it is necessary to be absent from practice, the student is expected to obtain permission from the head coach prior to the scheduled practice.
5. **Students must be in attendance the entire day to participate in any activity scheduled for the day. Exceptions are granted with administrative approval only.** If students come to school and leave during the day for health reasons, they may **not** return or participate that day in activities without administrative approval. Each individual coach/sponsor has the authority to set more **restrictive** attendance requirements.
6. In the event truancy or suspension of a student takes place, the student will not be eligible for participation until he/she has fulfilled the disciplinary requirements established by the administration.
7. In the event a student is assigned an afternoon detention as the result of a classroom problem, he/she is not allowed to choose practice or the event over the consequences of classroom behavior or performance. THE CLASSROOM OBLIGATION ALWAYS COMES FIRST.
8. The possession or use of alcohol, tobacco, or non-prescriptive drugs is known to be detrimental to the individual as well as the team he/she represents. Disciplinary action will be taken by the coach and administration. **This is a year-round commitment.**
9. Students are to understand that social media (Twitter, Facebook, etc.) are powerful tools which may be either positive or negative depending on how they are used. Students are expected to be respectful and responsible when using these tools. Derogatory or negative language directed at teammates, coaches, teachers, or other students will not be tolerated. Posting of pictures or statements depicting violations of policies or indicating knowledge of violations subjects students to potential consequences.

Activity Conflict Priority List

Students should make reasonable choices when participating in activities to not create conflicts between activities. This involves good decision-making skills, prioritizing, and long-range goals and aspirations. When a conflict arises between two school-sponsored activities, administrative priority will follow this order of precedence:

- 1st - National events
- 2nd - State events

- 3rd - District/sub-state events
- 4th - Conference events
- 5th - Interscholastic events
- 6th - School performances
- 7th - Required practices (dress rehearsal)
- 8th - Regular practices
- 9th - Club activities, events, or competitions

Sportsmanship

All players, coaches/advisors, parents, and other fans are expected to:

1. Emphasize the proper ideal of sportsmanship, ethical conduct, and fairness.
2. Eliminate all possibilities that tend to destroy the best values of the activity. Hazing and initiations are not acceptable or condoned on or off school grounds.
3. Stress the values derived from participating fairly.
4. Show cordial courtesy to officials, visitors, and each other.
5. Establish a courteous relationship between visitors and hosts.
6. Respect the integrity and judgment of coaches/advisors, judges, and officials.
7. Achieve a thorough understanding and acceptance of the rules and expectations of the activity and the standards of eligibility.
8. Encourage leadership, use of initiative, and good judgment by the participants in the activity.
9. Recognize that the purpose of activities is to promote the physical, mental, moral, social, and emotional well-being of the individual participants.
10. Promote good school citizenship standards and use them as a barometer for participation.
11. All school discipline policies and rules apply directly to Marshall Public School students at school activities whether they are held on school property or away from school. **Non-credible citizenship may result in disciplinary action or removal from participation.**

Marshall High School is a member of the North Central Missouri Conference (NCMC) and Missouri State High School Activities Association (MSHSAA). As members of these groups, we adhere to policies created for the display of good sportsmanship by athletes, students, fans, parents, and patrons. Member schools are expected to enforce sportsmanship rules for their own schools, players, and spectators.

Unsportsmanlike Conduct

Marshall High School is focused on promoting good sportsmanship in athletics. We will hold our athletes to higher standards across the board. It is important that our athletes represent Marshall Public Schools on their respective playing surfaces. Calls made by game officials indicating unsportsmanlike behavior are not debatable. It is not up to the coach to decide the nature of the foul. The officials have the final say. MSHSAA has set standards for unsportsmanlike fouls and Marshall High School will adhere to those. The coach may institute any other consequences they feel are necessary.

Following a mistake such as a technical by a player, the coach must use the event as a teaching opportunity. Players are young and still trying to establish their emotional intelligence. Coaches will counsel and act as role-models to assist a player to gain maturity and good judgement.

According to the Missouri State High School Activities Association By-Law 710:

A school may be suspended from membership in the MSHSAA and from participating in interscholastic activities with other member schools for the unsportsmanlike conduct of teams, coaches, students, and fans. Each school is responsible for the conduct of its teams, coaches, students, and fans at games both at home and away. Please support the players in a positive manner rather than possibly placing them in a position of being penalized for unsportsmanlike conduct. Thank you for your understanding and cooperation in the spirit of high school athletics.

Citizenship Expectations

Students who represent a school in interscholastic activities must be credible citizens. Those students whose character or conduct is such as to reflect discredit upon themselves or their school are not considered "credible citizens." Conduct shall be satisfactory in accord with the standards of good discipline [MSHSAA By-law 2.2, Citizenship Requirements]. Each individual school and/or coach has the authority to set more restrictive citizenship standards and shall have the authority to judge its students under those standards [MSHSAA By-law 2.2, Citizenship Requirements].

Credible citizens are:

1. Students who adhere to the MHS chemical use and possession policy (see p. 8).
2. Students who do not attend parties where minors possess or use alcohol and/or possess or use non-prescriptive drugs.
3. Students who are in good standing with the judicial and/or legal system.
4. Students who are not under school suspension as a result of disciplinary consequences.
5. Students who choose not to be present where illegal activities are occurring.

Citizenship Requirements [MSHSAA By-law 2.2, Citizenship Requirements]

Students who represent a school in interscholastic activities must be creditable citizens and judged so by the proper authority. Conduct shall be satisfactory in accord with the standards of good discipline. Those students whose character or conduct is such as to reflect discredit upon themselves or MHS are not considered "creditable citizens." In addition, the conditions below are expectations:

A. Law Enforcement:

A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded and any penalty (i.e. restitution, community service, counseling, etc.) has been satisfied.

If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies. Moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol, or injuries to others. Only after a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation, shall local school authorities shall determine eligibility.

B. Local School:

1. A student who violates a local school policy is ineligible until completion of the prescribed school penalties.
2. The eligibility of a student who is serving detention or in-school suspension shall be determined by local school authorities.

3. A student shall not be considered eligible while serving an out-of-school suspension.
4. A student who is expelled or who withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal.
5. If a student misses class(es) without being excused by the principal, the student shall not be considered eligible on that date. Further, the student cannot be certified eligible to participate on any subsequent date until the student attends a full day of classes.
6. Each individual school has the authority to set more restrictive citizenship standards and shall have the authority and responsibility to judge its students under those standards.
7. Each school shall diligently and completely investigate any issue that could affect student eligibility.

C. Student Responsibility:

Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the situation prior to the school's discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the Board of Directors.

Citizenship Violation Consequences

Non-credible citizenship may result in disciplinary action. These actions may include parental contact, one-on-one conferences, extra athletic conditioning, benching, non-participation in interscholastic games, and/or a percentage of the interscholastic season withheld. **Ultimately**, removal from participation and/or the team can occur. A student shall not be considered eligible while under suspension. Students/parents should have written citizenship expectations and consequences from those MPS coaches who set more restrictive standards per MSHSAA by law 2.2 and the MPS Citizenship Expectations policy [page 4].

Student Accountability for Equipment

To give the students a sense of responsibility and an appreciation of their equipment, student athletes will be held accountable for the abuse or loss of it. **THE COST OF ANY EQUIPMENT LOST OR STOLEN MUST BE PAID BY THE STUDENT IN WHOSE NAME IT WAS ISSUED.**

Adherence to the following guidelines will reduce the chances for lost or stolen equipment.

1. Do not exchange or loan any of the equipment checked out to you to another teammate. If exchange is warranted, clear it with your coach so that the coach can make the adjustments to the checkout sheet.
2. Except when you are in visual contact, keep your locker closed and LOCKED at all times. This includes when you are in the shower. School and personal equipment and belongings should be locked up at all times.
3. Any loss of equipment should be reported immediately to the head coach, rather than waiting until the end of the season.
4. Any protective equipment that does not fit properly or that has any defective parts should be reported to a coach immediately. Do not wear the equipment until the necessary adjustments have been made. This is for your protection.
5. No equipment may be checked out to an athlete in any sport if the athlete owes equipment or fees to a previous sport.

6. Students must sign for items checked out.
7. Student participants/athletes may not compete interscholastically if equipment or fines are owed to another activity or sport.
8. It is against MSHSAA regulations to wear, use, or be seen in official school uniforms unless involved directly in a school-sponsored event or interscholastic contest. Therefore, any school uniforms seen being worn outside of the above participation guidelines is a MSHSAA violation and should be reported to a coach or the athletic/activity department. The MHS athletic and activity departments adhere strictly to these regulations.

Interscholastic Behavior Guidelines

All players, coaches/advisors, parents, and other fans attending any interscholastic contest are expected to:

1. Maintain pride for self and school.
2. Strive to keep high standards of conduct.
3. Not sit on the front row of the bleachers. No standing is allowed on the gym floor.
4. Sit in the bleachers. Continuous standing is allowed in designated areas only.
5. Refrain from use of profanity or implied profanity.
6. Not display disrespectful behaviors to other fans, players, or cheerleaders.
7. CHEER FOR YOUR OWN TEAM-NOT AGAINST THE OTHER TEAM!
8. Be a credible citizen at all times.
9. Abide by the MPS Board Policy prohibiting the use of tobacco products inside the building or outside on any school or athletic grounds.

MPS DISTRICT POLICIES

Anti-Hazing Policy (see Board Policy JFCF)

Hazing is defined as, including, but not necessarily limited to, any action or situation created, whether on or off school premises, which might reasonably be expected to result in mental or physical discomfort, embarrassment, harassment, or ridicule. This definition includes the following activities; but is not limited to:

- Paddling
- Creation of excessive fatigue
- Physical and psychological shocks
- Requiring or encouraging the wearing of apparel in public that is conspicuous and normally not considered in good taste
- Public ridicule of students, including morally degrading or humiliating games and activities
- Late work sessions, excessive time demands, or other requirements that interfere with academic performance
- Demanding or encouraging any other activities that conflict with civil law and/or school policies

Disciplinary consequences will occur to anyone or any team found to be guilty of hazing.

According to Missouri State statutes "consent" to hazing is not a defense.

Chemical Use/Possession Policy (JFCH)

Philosophy

MPS School District recognizes that the use and/or possession of tobacco and mood-altering chemicals as a significant health problem for adolescents, resulting in negative effects on behavior, learning, and the total development of each individual. The possession or use of tobacco and of mood-altering chemicals, such as alcohol, drugs, marijuana, etc., by adolescents negatively affects extracurricular participation and the development of related skills.

Consequences for Chemical Abuse

Credible citizenship is a year-round responsibility. The following rule includes the school year, summer, and season of practice, play, or rehearsal:

*Regardless of quantity, a student shall not use or possess tobacco; have in possession or use a beverage containing alcohol; use or consume, have in possession, buy, sell, or give away **illegal drugs or chemicals**, or any substance defined by law as a drug specifically prescribed for the student's own use by his/her doctor; or use or be in possession of drug paraphernalia. The use of prescribed or non-prescribed performance-enhancing products is greatly discouraged by the Marshall Public School District.*

The use of each type of chemical can adversely affect the student on a short- or long-term basis. Chemical substances are defined as tobacco, alcohol, mood-altering chemicals, and drug paraphernalia.

The following are minimum guidelines that shall be applied for the violation of the chemical abuse rules. Each coach/sponsor shall have the option of assigning additional penalties for any violation.

First Violation Penalty: Following confirmation of the violation, the student loses eligibility to participate in the next match/contest(s) that occur in a consecutive, chronological sequence.

Second Violation Penalty: The student will be subject to suspension for 60 days from activities and games. The suspension will begin the day of verification of the second violation.

Third Violation Penalty: Upon the third violation, the student will be suspended from participating in any sport or activity for a period extending for a full calendar year (365 days) or beyond depending on a hearing by the Administration.

Violations occurring at the end of the season, off-season, or during the summer

The loss of eligibility carries over to the next season in which the student/athlete participates. For example: If a student commits a violation during the last contest of the season, he/she loses eligibility (as per the consequence of the category involved) in the next season of participation. The consequences could be carried over to the next school year.

PARENT INFORMATION

Commitment Form

Prior to participating in any practice or tryout for any interscholastic sport/event, each athlete/participant and parent must return the "MPS Activity/Athletic Commitment Form" found on Privit. Parents and participants should read the policies and information in the activity/athletic handbook completely. Parents and students must both sign off on the commitment form. The signed form is a contractual understanding between students/parents/coaches/sponsors of the following requirements for participation.

1. MSHSAA physical and personal medical insurance is provided.
2. Participation in athletics and activities is voluntary and a privilege.
3. The handbook has been read, discussed, and questions answered in regard to the document.
4. Participants will follow the school district policies and comply with the requirements listed in the Student and Activity handbook.
5. Parents will support the high school in its efforts to promote good citizenship and the requirements listed in the Student and Activities handbook.
6. The commitment form must be completed for each school year after July 1. Only one commitment form is required to be on file per participant.

Field Trips

Educational field trips often enhance the program of instruction. Field trips planned by faculty and staff will be with an educational purpose, and in regard to a unit of study. Students participating in field trips must follow the following policies and procedures:

1. Any student leaving with the group on a trip or excursion must also return with the group, unless prior arrangements have been made with a parent for the parent to transport their student. If any student fails to comply with this rule, they will be subject to consequences set forth by the Administration.
2. All participants in any district sponsored field trip or excursion must sign a statement agreeing to follow all applicable district policies, administrative procedures, school rules, and the rules of any sponsoring or host organization.
3. In the event that district participation in a field trip, excursion or other off-campus school-sponsored activity is canceled, participation by district students is not authorized or sanctioned in any way by the district, contrary to district policy, is at the sole risk of the student, and may jeopardize such student's eligibility to engage in further participation in the activity.

Communication

Parent/Coach Relationship

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, everyone is better able to accept the actions of the other and provide greater benefit to students.

As parents, when your student becomes involved in a program, you have the right to understand what expectations are placed on your student. This begins with clear communication from the coach of your student's program.

Coaches and parents are expected to encourage and praise students in their attempt to improve themselves as students, athletes, and citizens. Parents can facilitate this by gaining an understanding and appreciation of all aspects of the sport/activity and the expectations placed on your student.

Communication That Coaches/Staff Advisors Expect From Parents:

1. Concerns should be expressed directly to the coach/staff advisor.
2. Notification of any schedule conflicts should be shared well in advance.
3. An appointment should be scheduled to discuss any specific concern in regard to a coach's/staff advisor's philosophy and/or expectations if there is ever a question.
4. Parents and coaches should help their students learn that success is achieved in the development of a skill and should make student-athletes feel good about themselves, regardless of the outcome of any contest.
5. As your students become involved in the programs in the MPS schools, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you or your students wish.
6. If you, as a parent, have a concern, take time to talk with coaches in an appropriate manner, including proper time and place, being sure to follow the designated chain of command. At these times, discussion with the coach/advisor is encouraged.

Communications You Should Expect From Your Student's Coach/Staff Advisor:

1. Philosophy of the coach/staff advisor.
2. Expectations the coach/staff advisor has set for your student as well as for all the students involved in the activity.
3. Location and times of all practices and contests.
4. Team requirements, i.e. fees, special equipment, off-season conditioning.
5. Discipline that results in the denial of your student's participation.
6. Requirements to earn a school letter for that activity.

Appropriate Concerns To Discuss With Coaches/Staff Advisors:

1. The treatment of your student mentally and physically.
2. Ways to help your student improve.
3. Concerns about your student's behavior.
Sometimes it is very difficult to accept your student not playing as much as you may hope. Coaches/staff advisors are professionals. They make judgment decisions based on what they believe to be best for all students involved.
4. As you have seen from the list above, certain things can be and should be discussed with your student's coach/staff advisor. Other things, such as those listed next, must be left to the discretion of the coach/staff advisor.

Issues Not Appropriate to Discuss with Coaches/Staff Advisors:

1. Playing time.
2. Team strategy.
3. Play calling.
4. Other student-athletes/participants.

Conflict Resolution

There are situations that may require a conference between the coach/staff advisor and the parent. These are encouraged. It is important that both parties involved have a clear understanding of the other's position. Everyone involved is expected to be respectful, to recognize and show appreciation for the other's role, and to reinforce the school's "Student Activity/Athletic Code of Conduct" plus the policies and procedures as outlined in this handbook. When these conferences are necessary, the following procedures should be followed to help promote a resolution to the issue of concern.

Step 1: Individual Student Coach Contact

The student involved is to speak to the coach about the problem as soon as possible.

Step 2: Parent/Student Coach Contact

The parent/student should set a time to meet individually with the coach.

At the coach's discretion meetings should not be scheduled:

- 24 hours prior to or immediately following a contest,
- during an active practice session, or
- during a time when other coaches, parents or athletes are present.

Step 3: Parent/Student Athletic Director contact

If satisfactory resolution is not reached through direct contact with the coach, the parent/student athlete should contact the athletic director. If the meeting with the parent/student athlete and athletic director does not result in a satisfactory conclusion, the athletic director will schedule a meeting involving all concerned parties in an attempt to reach a satisfactory resolution.

Any comments, concerns or issues brought to the attention of the Athletic Director will be addressed. While there can be no guarantee that all parties will agree with all resolutions or findings, a thorough, respectful airing of different perspectives and experiences can lead to more productive relationships and clearer understanding in the future.

Step 4: Parent/Student Athlete-Administrator/AD/Coach Contact

If after Step 3, satisfactory resolution has not been reached, the parent and student athlete should contact the building principal to schedule a meeting with all concerned parties.

Step 5: Parent/Student Athlete – Superintendent

If there is no resolution at Step 4, the parent/student athlete should contact the superintendent to schedule a meeting with all concerned parties.

Competitive Program Selection

1. A program's coaching staff or sponsor has the sole responsibility to select the members of any particular squad, at all levels. Although there is a no cut practice at MHS, coaches assign players to a team and those teams will be selected in accordance with the philosophy of the MPS School District and the respective school, along with the player's skills and abilities.

2. Coaches/sponsors are hired by the school district to be responsible for establishing criteria for selection with input from their staff. This may be a highly subjective process. Selection and decisions regarding game/performance situations are the sole responsibility of this staff.
3. A student should be prepared to accept placement at any level and complete the season in good standing. Parents should also prepare themselves for this and accept the coach's/sponsor's decisions.
4. Coaches/sponsors are expected to assemble the most competitive team possible, by selecting individuals, filling positions according to need, and appropriately placing students on the proper team/performance group.
5. Underclass students have the same opportunity to make a varsity team/performance group as a senior does. To make a varsity team/performance group, a student must be willing to fulfill a role that the team/performance group needs.
6. There are many non-school teams/performance groups sponsored by different organizations through which students may gain valuable experiences. Participation in a non-school team/performance group does not guarantee a specific high school team/performance group.
7. The main goal of any level of competitive athletics/activities is to put the most talented members of any team/performance group in competition to be successful in contests. Starting positions and playing time are not guaranteed to anyone. Each member of a team/performance group is valuable to the team's/performance group's overall progress. Some members may play a great deal of the time in a contest while others may not play. Regardless of time spent in actual competition, simply by being part of a team/performance group, a student can learn many valuable lessons including, but not limited to: sportsmanship, working together to meet team/performance group goals, commitment, placing team/performance group above self, learning to accept instruction and criticism, respect for others, winning and losing with dignity, and being responsible for one's own actions.

Eligibility Protection (MSHSAA Policy)

The Missouri State High School Activities Association (MSHSAA), of which the MPS School District is a member, is a voluntary, nonprofit, educational association of junior and senior high schools established for the purpose of working cooperatively in adopting standards for supervising and regulating interscholastic activities and contests.

One of the primary functions of MSHSAA is to establish eligibility standards that must be met by all students to sustain the **privilege** of representing their school in interscholastic activities. Eligibility is a PRIVILEGE to be granted by the school to a student. Eligibility is NOT A STUDENT'S RIGHT BY LAW. Precedent-setting legal cases have determined that eligibility is a privilege to be granted only if the student meets all standards adopted by the schools. The MSHSAA eligibility

brochure will be provided to each student-athlete and will be available for pickup in the athletic office of each high school.

MSHSAA Transfer Policy

All 8th grade students and any student new to the district who are interested in playing sports at MHS need to be aware of the transfer policy of the Missouri High School Athletics Association (MSHSAA) which states:

238.3 TRANSFER OF ENROLLMENT REQUIREMENTS - The following standards are for the purpose of assuring fairness to all students.

2a. Upon promotion from the 8th grade or the highest grade of a junior high/middle school administered as a separate unit within a school system, a student may be eligible only at the public high school located in the public geographical attendance district in which the student's parents reside or any nonpublic high school located in the nonpublic geographical attendance district as specified in By-Law 238.1-b, in which the student's parents reside.

Any student who chooses to attend a school other than those specified in By-Law 238.3a-2 above shall be eligible only at the sub-varsity level in all sports for 365 days from the date of promotion from the 8th grade or the highest grade of a junior high/middle school administered as a separate unit within a school system.

Physicals and Medical Care

1. Marshall Public schools are members of MSHSAA. To participate in interscholastic activities as a member school in all interscholastic contests, district, state, etc., Marshall High School must follow the by-laws set.
2. The following groups must have a MSHSAA physical online with Privit: all MSHSAA-sponsored sports, cheerleading, dance team, and color guard/flags. To be valid it must be dated February 1 or after of the previous year.
3. Verification that the student-athlete has basic insurance coverage including the insurance company's name and member identification number must be on the front of the physical form.
4. Parent and student-athlete signatures must be on the form.
5. Valid student/parent demographic and emergency information must be provided.
6. Medical history of the student-athlete provided by the parent/guardian must be completed on the form.
7. Correct date making the physical valid for the appropriate school year must be readable and accurate.
8. The people in the activities office examine hundreds of physicals each year. Should any question about the authenticity of the information on the physical be asked, the student and/or parent will be asked to verify the information through the physician from whom the physical was obtained. Because of privacy issues, this office cannot verify physicals that are unreadable, or in question. This office, however, can make the judgment to deny participation of students in activities until parental verification is obtained.

Medical Releases and Athletic Participation

1. Marshall Public schools has a certified athletic trainer that is provided by Fitzgibbon Hospital. This trainer provide excellent athletic injury care, injury prevention, treatment, and rehabilitation.
2. With the high cost of medical care, doctor office visits and emergency room treatment, the athletic trainer can be a tremendous help to our student athletes and to our parents' medical expenses.
3. The athletic trainer is available to examine an athletic injury prior to medical visits. The athletic trainer may recommend that your family physician needs to be seen. The athletic trainer may call for emergency services. The athletic trainer is available for consultation on any injury that may impact a student-athlete's ability to practice or play.
4. Once a student-athlete has been directed to see a physician or has been seen by a physician or hospital emergency room personnel, Marshall Public athletics/activities are bound by liability and policy to have a written doctor's release for a student-athlete to return to practice or play.
5. We appreciate parents making decisions as to the health of your children and whether or not they need to be seen by a doctor. This is your parental right. Legally, we cannot allow a student-athlete back into our athletic programs once a doctor has seen him/her until the athlete has been given a written release by his/her doctor for a return to normal activities.
6. Upon any visit to an emergency room or doctor, because of the high cost of medical care, **PLEASE REQUEST THAT THE MEDICAL PERSONNEL PROVIDE WRITTEN ORDERS WHEN IT IS APPROPRIATE FOR YOUR STUDENT-ATHLETE TO RETURN TO NORMAL ACTIVITIES.**

MARSHALL HIGH SCHOOL CLOSED HEAD INJURY RETURN TO ACTIVITY CRITERIA

The Marshall Public School District takes a proactive approach to the management of concussions in athletics. Student athlete in a contact or collision sport will be required to undergo baseline neurocognitive testing (Impact testing). The following sports will be tested: football, B/G soccer, B/G basketball, wrestling, baseball, softball, volleyball, and pole-vaulters. However, athletes with a history of concussions in any sport or deemed necessary will also be tested. This provides us with pre-injury information about the way an athlete thinks and how they react. If an athlete were to sustain a concussion, this pretest provides us concrete data to use to help us determine an appropriate return to play protocol (RTP) for each athlete. For the RTP, see the Appendix.

AWARDS

Athlete Signing Procedures

Letters of intent to be signed by student athletes for college need to be initiated by parental contact with the high school head coach. This should be completed in writing or by e-mail. The process may then be finalized between the coach and school administration. Please contact the Activities Office for details.

Athletic Lettering

All the MHS athletic programs offer an athletic letter. Each sport offers objective criteria and qualifications for lettering set by the individual sport's coaching staff. Subjective criteria such as, but

not limited to, the factors of sportsmanship, citizenship, and good team membership also determine the conferring of a letter. Coaches have the right to set the standards to "letter" athletes.

Coaches should communicate to the athletes the varsity lettering standards prior to the start of the season. Standards should not change after they have been stated. The head coach has the ultimate authority in the granting of a varsity athletic letter.

Provisional Letter

Coaches have the right to issue a provision letter to Varsity athletes who don't meet the lettering requirements. The student must meet half the amount of playing time required for a letter. If the student letters the following year, the provisional letter will turn into a letter.

Non-Athletic Lettering

Several organizations offer a non-athletic letter for their activity. Each activity offers objective qualifications and criteria for lettering set by the organization. The additional factors of good school citizenship and a constructive, positive attitude are integral criteria of the lettering process. For lettering requirements, check with individual staff advisors.

Conference Affiliation

Marshall High School is a cooperating member of the North Central Missouri Conference and is committed to adhere to the rules and regulations of the association. Presently there are 6 member schools that are in the conference.

NCMC Schools

Fulton High School
Hannibal High School
Kirksville High School
Marshall High School
Mexico High School
Moberly High School

Sports by Season

FALL

Girls Cross Country V, JV
Football V, JV, Frosh
Girls Golf V, JV
Softball V, JV
Boys Swimming V

Boys Cross Country V, JV
Volleyball V, JV, C
Girls Tennis V, JV
Boys Soccer V, JV

WINTER

Girls Basketball V, JV, C
Boys Basketball V, JV, C
Boys Wrestling V, JV

Girls Wrestling V, JV
Girls Swimming V

SPRING

Boys Golf V, JV
Boys Tennis V, JV
Baseball V, JV, C

Boys Track V, JV
Girls Soccer V, JV
Girls Track V, JV

MARSHALL HIGH SCHOOL ALMA MATER

Written By Former MHS Orchestra Director: The late Harold Lickey

It's Marshall High School
It's Marshall High School
The pride of each and every one.
Come on you old ones,
Come on you new ones;
It's Marshall high School now we'll cheer
Rah! Rah!
And now's the time, boys,
To make a big noise,
No matter what the people say,
For there's naught to fear
The gang's all here, So hail to Marshall High School, hail!

**Please note: Coaches or sponsors may have additional policies other than what is listed in the handbook and will provide this information to each student/athlete and parent.

CONTACT INFORMATION

Marshall High School Athletics/Activities Office

660.886.2244 Ext. 11418
805 S. Miami
Marshall, Missouri 65340

Handbook Acknowledgement Form

You will submit the Handbook Acknowledgement, which is part of the commitment form, on Privit. By signing this form, you confirm that you understand and have read the information in this handbook.

APPENDIX A

Marshall High School Concussion Protocol

If diagnosed with a concussion, an approved healthcare provider must clear an athlete for progression to activity. (Emergency Room physician cannot clear for progression).

Symptoms of concussion usually fall into four categories:

<u>Thinking/ Remembering</u>	<u>Physical</u>	<u>Emotional/ Mood</u>	<u>Sleep</u>
*Difficulty thinking clearly	*Headache	*Irritability	*Sleeping more
*Feeling slowed down	*Blurred vision	*Sadness	*Sleeping less
*Difficulty concentrating	*Nausea or vomiting	*More emotional	*Trouble falling asleep
*Difficulty remembering	*Dizziness	*Nervousness/anxiety	
	*Sensitivity to noise/light		
	*Balance problems		
	*Feeling tired, having no energy		

Tips to help you get better:

- Get plenty of sleep at night, and rest during the day.
- Avoid activities that are physically demanding (e.g., sports, heavy housecleaning, working-out) or require a lot of concentration (e.g., sustained computer use, video games, texting).
- Do not drink alcohol. Alcohol and other drugs may slow your recovery.

Return to Play Procedures After a Concussion

Return to activity and play is a medical decision. Progression is individualized, must be closely supervised according to the school's policy and procedures, and will be determined on a case-by-case basis. Factors that may affect the rate of progression include: previous history of concussion, duration and type of symptoms, age of the athlete, and sport/activity in which the athlete participates. After being symptom free for 24 hours, the athlete may be released by a physician and start day 1 of the progression with their coach.

After the athlete has not experienced symptoms attributable to the concussion for a minimum of 24 hours and has returned to school on a full-time basis, the stepwise progression below shall be followed:

Step 1: 15 min on bike, balance

Step 2: 30 min on bike, lightweight strengthening, balance

Step 3: Active warm-up, 30 min of jogging, weight room, balance

Step 4: Practice (no contact)

Must be back to their impact baseline before progressing to step 5

Step 5: Return to full contact practice

The athlete should spend a minimum of one day at each step before advancing to the next. If concussion symptoms return with any step, the athlete must stop the activity and the athletic trainer should be contacted.

Depending upon the specific type and severity of the symptoms, the athlete may be told to rest for 24 hours and then resume activity at a level one-step below where he or she was at when the symptoms returned.

APPENDIX B

Marshall High School Injury Protocol

Marshall High School (MHS) is fortunate to have a certified athletic trainer to provide comprehensive health care for MHS student-athletes. Athletic trainers are medical professionals who specialize in the prevention, assessment, treatment and rehabilitation of injuries and illnesses that occur to student-athletes.

It is the student athletes' responsibility to report to the school Athletic Trainer and coach all athletic injuries associated with athletic participation within 48 hours.

When the school Athletic Trainer learns of such an injury, they will notify the appropriate coach or coaches. Similarly when a coach learns of an injury they will notify the school Athletic Trainer. The Athletic Trainer will make the necessary medical referrals as indicated.

Coaches will not refer the student-athletes out to physicians. The first and only referral by a coach is to the school Athletic Trainer (excluding 911/EMS emergencies).

In the event of an injury:

- A. Student- athletes will report to the school Athletic Trainer regarding the injury. If the injury is severe and student-athlete cannot be moved the coach should contact the school Athletic Trainer via phone for the school Athletic Trainer to meet the student-athlete at the injury location.
- B. School Athletic Trainer will evaluate injury and report findings to the student-athlete and coach.
- C. The school Athletic Trainer will notify parents or legal guardian, or if unable to do so the alternative name on the emergency database. The school Athletic Trainer will provide current information regarding options for follow-up care, EMS or current transport.
 1. In the event the parents, legal guardian or emergency contacts cannot be reached call EMS, if needed.

Under no circumstances should the coach allow the student-athlete to practice or compete until either they are cleared directly by the school Athletic Trainer or there is written documentation by the physician that the student-athlete is able to return to play.

The following is a standard protocol for releasing a student-athlete to return to play:

- A. Student-athlete must maintain full range of motion bilaterally to be eligible to return to play.
- B. Student-athlete must maintain full strength bilaterally to be eligible to return to play.
- C. Student-athlete must be pain free while performing functional aspects of their sports.
- D. Any student-athlete needing extra support or padding must report to the athletic training room daily to maintain that equipment given to the student-athlete.
- E. Any student-athlete needing tape support must report to the athletic training room daily to have tape applied.
 1. Any student-athlete needing tape daily for their ankles must also be doing a rehabilitation program.
- F. Student-athlete must have little to no swelling within the injury site to be eligible to return to play.
- G. Student-athlete must understand the risks involved in returning to play after the injury and must be ready to adapt to the physical demands of their sport in relation to their injury.
- H. If the school Athletic Trainer feels the continue of play with the injury is detrimental to the student-athlete, regardless of physician clearance, student-athlete will remain under no play/practice status until the school Athletic Trainer deems the student-athlete is fit to participate.

APPENDIX C

Welcome to Privit Profile!

This article provides instructions to students, athletes, parents and/or guardians on completing the Privit Profile process. The information can be completed on your mobile device, laptop, tablet or any device connected to the internet.

If you need assistance with Privit Profile™, please contact the Help Center at 844-234-4357 or visit www.support.privit.com.

Steps to complete within Privit Profile™:

1. **Register an account in parents name here:** <https://marshallows-mo.e-ppe.com>
2. **Add athlete(s) to your account**
3. **Complete all relevant athlete information**
 - a. Personal Details
 - b. Pre-Participation History Form
 - c. MSHSAA Parent Permission
 - d. MSHSAA Concussion Materials
 - e. MSHSAA Student Agreement
 - f. Emergency Contact Information
4. **Apply parent electronic signature**
5. **Apply athlete electronic signature**



Once the required information has been completed and e-signatures have been applied to the necessary forms, the signed document will become available automatically for the appropriate staff member for review and approval.

Privit Profile Instructions for Parents:

As a parent/guardian, you are going to register an account, then add your student to the account and complete only their information. **Start creating your account by selecting or enter the link <https://marshallows-mo.e-ppe.com> then follow the steps below.**

1. From the landing page, click **Register**.
2. Please register with your name as a parent, your email address, and create a password of your choice.
3. When you are finished, click **Sign Up**. (If you have multiple family members or if you have already registered yourself, you do not need to register again and please refer to #5 below.)
4. Next, a Welcome Message should appear. Click **Continue** located towards the top of the message. Then you will be taken to the HOME page.
5. On the Home page click the **Add Member** button on the left side of the page. (This allows you to add your student/athlete to your account; and this section allows you to add other family members if necessary.)
 - Click **Add Member** on the left side of the page.
 - Enter your athlete's first name (and last name if different), date of birth, and gender.
 - In addition, please check the box that states Enable Login. Then you will want to enter an email address for your athlete (The email address for your athlete will have to be different than the

email address you registered with) and create a password. (Enabling a login will allow the student athlete to e-sign documents later in the process). The click **Add Member**.

- You should be directed to a Copy Data page. Please select the grey **Cancel** tab at the bottom and you will be taken back to the Home page.
- You will now see the student/athlete listed under Family Members. Please click on their **Name**. Then begin completing the Personal Details by clicking the **Start** button to the right of Personal Details.
- Complete each section of the Personal Details section to 100% and click **Save and Exit**.

IMPORTANT: In order for the Personal Details to be 100% complete you will need to answer all mandatory questions, marked with a red asterisk (*). You **will not** be able to submit your forms until this step is complete.

6. Click **Start** to the right of Pre-Participation History Form. Complete all the questions with a red asterisk (*) and when you have finished answering this form, click **Submit**.
 - a. A message will appear if you want to review or sign it the document. Click the blue **Sign** button and you will be taken to a page to create an electronic parent signature. Select the blue **Create New Signature** tab.
 - b. With your curser on a computer or with your finger from a tablet/mobile device, create your signature or initials then click the blue **Save** tab. You will see your signature displayed. Select the grey **Done** tab underneath. Once complete, you will then be on your account management page. Select **Home** near the top left of the screen.
 - c. Once you have created a parent e-signature, you will not be required to repeat this process. You will be able to apply this parent e-signature anywhere a parent e-signature is required.
7. From your student athlete's home page, click on **Start** to the right of MSHSAA Parent Permission. Complete the MSHSAA Parent Permission and click **Submit** when you have finished. Then you will be able to apply your parent e-signature to the form. You will then be directed to the Manage Documents page, you will want to select **Home** in the top left to be directed back to Home page.
8. Click **Start** to the right of MSHSAA Student Agreement. Complete the MSHSAA Student Agreement and click **Submit**. This document requires a student athlete e-signature and for instructions for student athlete e-signature, please see the instructions below for creating a student athlete e-signature. Next click **Home** in the top left to be directed back to your Home page.
9. Follow the same procedure for MSHSAA Concussion Materials and Emergency Contact Information as in step 6.
10. After completing the MSHSAA smart forms, you must join a team. To join a team, click **Update** next to Joined Teams, and check the box next to the team(s) your student/athlete will be participating throughout the school year.

IMPORTANT: You **cannot** skip this step as it is critical for you to be able to print your reports/forms to take to the physical exam. In addition, your athlete's coaches and athletic trainers will be able to review clearance status, emergency contact information, and see your athlete on the team roster.

11. When you have completed all the documents and joined a team, you will want to print the MSHSAA Physical Examination Form for the doctor to sign. To print the Physical Form, click **Download** to the right of the MSHSAA Physical Examination Form and the form should appear within a new tab. You can print the physical form by right clicking on the page and selecting Print.
12. When the Physical Form has been signed by the doctor, please turn it back into the school.

Creating and Applying Student/Athlete E-Signature:

1. First, you will want to be certain you have enabled a login for your student athlete, so select Manage Account from the home page.
2. From the Manage Account Screen, select Manage Family Accounts.
3. From the family member drop down, select your student athlete and check the box that says **Enable Login**. (If there is an email address already listed next to Current Email, please skip to step number 6)
4. Please type in an email address for your student athlete (different from the email address that was used to register) and create a password. Then click **Submit**.
5. Next, select the name in the top right corner with the circle symbol and from the drop down, select **Log Out**.
6. Then click **Login** and login with the email address and password that was just created for your student athlete.
7. After logging in as the student athlete, select Manage Documents from the home page. Then click Sign Document where a student/athlete e-signature is required.
 - a. A message will appear if you want to review or sign it the document. Click the blue **Sign** button and you will be taken to a page to create an electronic student/athlete signature. Select the blue **Create New Signature** tab.
 - b. With your curser on a computer or with your finger from a tablet/mobile device, create your student/athlete signature or initials then click the blue **Save** tab. You will see your student/ athlete signature displayed. Select the grey **Done** tab underneath. Once complete, you will then be on your account management page. Select **Home** near the top left of the screen.
 - c. Once you have created a student/athlete e-signature, you will not be required to repeat this process. You will be able to apply this student/athlete e-signature anywhere a student/athlete e-signature is required.

After you have read this, please go onto your Privit Profile and both student and parent must complete the signature form. It must be dated after July 1, 2021. You will have to update this each year.