

ARCOLA JUNIOR/SENIOR HIGH SCHOOL HANDBOOK FOR ATHLETIC ACTIVITIES 2019-2020 School Year

Approved 5-8-19

- *We believe that participation in athletic competition should be a part of the total experience for all youths that attend Arcola schools.*
- *We believe that participation in a sound athletic activity contributes to the development of health and happiness, physical skill, emotional maturity, social competence, and moral values.*
- *We believe that the spirit of play and the will to win are valuable to the development of a healthy mind.*
- *We believe that competition is a wholesome equalizer because individuals are judged for what they can do, not on the basis of the social, ethnic, or economic group to which their families belong.*
- *We believe that participation in athletic competition is a privilege and that participants must accept the responsibilities that go with that privilege.*
- *We believe our program participants should maintain high standards of conduct both in and out of school.*

Please note that the stipulations of this handbook are in effect 24 hours per day, 7 days per week, 365 days per year.

ACTIVITIES OFFERED AT AJHS and AHS SUBJECT TO THE HANDBOOK

Football, girls' volleyball, boys' golf, girls' golf, boys' basketball, girls' basketball, baseball, softball, boys' track, girls' track, cheerleading, Winter Guard, and Scholastic Bowl.

PLAYER/PARENT MEETING

The purpose of the player/parent meeting is to promote cooperation and better understanding of the philosophies, rules, goals, and objectives of each athletic program. All parents and participants will receive an electronic copy of the Arcola Jr/Sr High School Handbook for Athletic Activities at the parent/player meeting which will be held prior to the first practice for each sport. The handbook must be reviewed and signed yearly by a parent/guardian and the participant. The handbook will be located on the school website, on the student iPads, and on the 8 to 18 athletic registration website. All participants/parents will be required to register and sign all required forms through the 8 to 18 athletic registration website.

ATHLETIC TEAMS

Students will be eligible to participate in an activity according to participation requirements approved by the IHSA, the Arcola CUSD #306 Board of Education, administration, coaches and sponsors.

STUDENTS PARTICIPATING IN MULTIPLE EXTRA-CURRICULAR

ACTIVITIES (including non-athletic activities such as drama club, FFA, band, chorus, and student council)

Although students are not prohibited from participating in more than one extra-curricular activity, conflicts may arise. When conflicts occur, the following rules will be followed.

1. Students must choose their favored activity and that activity will take precedence in regards to practices and games. (co-curricular activities would take preference)
2. Once the favored activity is selected, the player, coaches, athletic director and parents/guardian if requested, will meet to commit in writing an agreement detailing the upcoming season.
3. In developing this “agreement” the following will be taken into consideration:
 - a. In season practices/games have precedence over out of season practices/games/open gyms.
 - b. Games/meets have precedence over practices/open gyms
 - c. State/Conference events have precedence over non-conference events.

IHSA ACADEMIC ELIGIBILITY REQUIREMENTS

In accordance with Section 10-20.30 of the School Code, and in conjunction with Section 3.0000 of the IHSA Handbook, and school district rules, the Board has determined eligibility requirements to be as follows:

I. Weekly Eligibility

- a. Students shall not be failing more than one (1) class *and shall be passing work in at least twenty-five (25) credit hours of high school work per week. (IHSA rule 4.021)*
- b. Any student who fails to meet the minimum requirements established in Paragraph A, Section I of this policy, shall be suspended from further participation in any school sponsored activity as listed in this handbook, for one calendar week. Students will be allowed to practice during this time.
- c. The weekly eligibility grade is determined by the semester average grade. Eligibility reports will be posted on Thursday afternoon and will be effective Monday – Saturday.
- d. Any student who is ineligible for 3 consecutive weeks or 5 total weeks during the season will be dismissed from the team.

II. Semester Eligibility

- a. Students shall not be failing more than one (1) class and be on track for graduation as determined by the final semester grades submitted by the classroom teachers. Determination for being on track for graduation will begin after the 1st semester of the high school career.

- b. Any student who fails to meet the minimum requirements established in Paragraph A, Section II of this policy, shall be suspended from further participation in any school sponsored activity as listed in this handbook, for the ensuing semester.
- c. After grades are posted for each semester, the student and their parents will be notified in writing of semester ineligibility.
- d. Students trying out for cheerleading must be academically eligible at the time tryouts are held.

IHSA BY-LAW 3.020 SCHOLASTIC STANDING

3:021 They (students) shall be doing passing work in at least twenty-five (25) credit hours of high school work per week.

3:022 They (students) shall, unless they are entering high school for the first time, have credit on the school records for twenty-five (25) credit hours of high school work for the previous semester. Such work shall have been completed in the semester for which credit is granted or in a recognized summer school program which has been approved by the Board of Education and for which graduation credit is received.

ACADEMIC ELIGIBILITY REQUIREMENTS/ IESA BY-LAW 2.040 **SCHOLASTIC STANDING**

2.041 All contestants shall be in grades five through eight and shall not have passed eighth-grade standing.

2.042 A student shall be doing passing work as determined by the local school district in all school subjects and the school shall certify compliance with this By-Law. Use of a player, contestant, or participant shall be deemed such certification.

2.043 For all IESA activities, athletic as well as non-athletic, passing work shall be checked weekly to govern eligibility for the following Monday through Saturday. Students must be passing each subject each week to be eligible. For fall sports, the first eligibility check shall be made following the first full week of attendance at the beginning of the school year. During the succeeding weeks of the school year, the eligibility check shall begin the week prior to the first contest in an activity.

2.044 The eligibility check shall be the same day each week unless school is not in session; then it must be taken on the last day of student attendance that week.

2.045 Grades shall be accumulative for the school's grading period. (Grade determination will be based on the current quarter status of the student. Eligibility will be governed by the current quarter grade status unless the student has failed in the preceding quarter. If a student is failing at the end of a quarter they are ineligible and will remain ineligible into the next quarter until they establish a passing grade for the present quarter.)

Any junior high student who is ineligible for 3 consecutive weeks or 5 total weeks during the season will be dismissed from the team

RULES AND REGULATIONS

1. All Athletic program participants must show proof of medical insurance coverage prior to the first day of practice.
2. All Athletic program participants must have a physical as required by the IHSA/IESA by the first day of practice.
3. All program participants and their parent/guardian must sign the following documents yearly before participation will be allowed: Athletic Handbook, Agreement by the student not to ingest or otherwise use any drugs on the IHSA's most current banned substance list (without a written prescription and medical documentation provided by a licensed physician who performed an evaluation for the legitimate medical condition), IHSA's Performance-Enhancing Substance Testing Program, Concussion and Head Injury Policy
4. All program participants must be registered for school and have all student book rental and registration fees paid in full prior to participation in practice or competition.
5. Any program participant who is absent from school the last four (4) class periods of the day will not be permitted to practice, participate in or attend the extra-curricular activity that evening. Students who miss school on Friday may not be allowed to participate in Saturday or Sunday activities or contest. The decision about participation will be made on a case-by-case situation by the athletic director and/or principal. Also, the student will not be allowed to make the trip on the bus. EXCEPTION: Students who miss for a dentist or doctor appointment, funeral or other excuse subject to the approval of the principal and/or athletic director may still attend evening or weekend activities.
6. Program participants needing to miss a practice are required to consult with the coach/sponsor prior to the absence unless it is an emergency.
7. Program participants are responsible for equipment and must pay the replacement cost of the equipment that is lost or damaged.
8. The coach's/sponsor's offices and training rooms are "off limits" to students unless they have been given permission by the coach/sponsor.
9. Program participants may lift weights/utilize gymnasiums only if a staff supervisor or coach/sponsor is present in the weight rooms/gymnasiums.
10. All program participants are to wear school-issued equipment. The school-issued equipment may not be worn outside the IHSA-Sanctioned activity without the permission of the coach/sponsor.
11. When enroute to and from a scheduled IHSA-Sanctioned contest, and in the presence of the public, program participants not attired in team uniforms should dress to the standards set by the respective coaches/sponsors.
12. Locker rooms should be left in an orderly fashion. Soda pop/All-Sport, etc. should not leave the locker room except if the student is leaving the building.
13. When school is closed or dismissed early due to inclement weather, the cancellation of IHSA/IESA-Sanctioned games and practices will be determined by the administration.
14. Program participants not eligible to participate may not be dismissed early for any IHSA-Sanctioned activity.

15. Program participants quitting a squad for non-medical reasons after the first IHSA-Sanctioned competition may not participate in open gym, open weight room, or start a new IHSA-Sanctioned activity until the previous activity season is completed for that athlete.
16. Program participants serving a full day of OUT OF SCHOOL SUSPENSION, during the season, will not be allowed to participate during the length of the suspension. If a contest does not occur during that time period, the participant will miss the next contest.
17. All program participants are expected to ride the school-provided transportation to and from the IHSA-Sanctioned activity. EXCEPTION: A note, signed by the parent/guardian, stating that the participant is riding with his/her parent/guardian must be given to the coach/sponsor and the coach/sponsor must give permission.
18. Program participants are required to follow any additional rules and regulations established by the coach/sponsor in that IHSA-Sanctioned activity. These rules are to be distributed at the initial mandatory meeting.

INJURIES

1. In the case of injury, which is not documented, the coach/sponsor may require the program participant to attend practice, but participation is at the discretion of the coach/sponsor.
2. Any school-connected injury shall be immediately reported to the coach/sponsor. The principal and Athletic Director shall be notified as soon as possible.
3. If an individual has any special medical problems and/or treatments that might impact the program participant's ability to compete and/or practice, Arcola High School requires that the proper medical information be placed on file in the **District Nurse's office**.
4. It is the responsibility of the program participant to bring to the **nurse's** office, written release from the doctor if that participant has received a disabling injury or illness. The **nurse** will keep such a release on file.
5. A program participant not participating in Physical Education class due to a physician's note will not participate in practices/contests for the duration of the physician's note.
6. A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game will be removed from participation or competition at that time. A student athlete who has been removed from an interscholastic contest for such signs, symptoms, or behaviors may not return to play or practice unless cleared to do so by a physician licensed to practice medicine in all of its branches in Illinois.

CODE OF CONDUCT

This Code does not contain a complete list of inappropriate behaviors. Violations will be treated cumulatively, with disciplinary penalties increasing with subsequent violations. A student may be excluded from extracurricular or athletic activities while the school is conducting an investigation into the student's conduct. Violations in Junior High will not carry over to high school. However, an eighth grade student will assume high school status the day after completion of junior high school. The Code of Conduct is enforced 24 hours per day, 7 days per week, 365 days per year.

The following are prohibited serious offenses

1. Drug, Alcohol and Tobacco

Except with respect to prescription drugs used by the person for who such drugs were prescribed in the manner intended by the prescribing medical doctor, the possession, use, distribution, purchase or sale of any alcoholic beverage, drug, drug paraphernalia, controlled substance, look alike, product composed purely of caffeine in loose powdered form, tobacco or tobacco product or any other substance (including mood-altering and performance enhancing drugs or chemicals) which is represented by a student to be, or is believed by a student to be any of the foregoing, regardless of the true nature or appearance of the substance, is prohibited. For the purpose of this procedure, students who are under the influence of prohibited substances shall be treated in the same manner as though they had prohibited substances in their possession.

2. Attend a party or other gathering and/or ride in a vehicle where alcoholic beverages and/or controlled substances are being consumed by minors.
3. Criminal Offenses including but not limited to assault, battery, arson, theft, gambling, vandalism, reckless driving and all offenses which are defined under Illinois or Federal criminal codes as misdemeanors or felonies. A conviction by a court of law is not prerequisite to disciplinary measures under this handbook.
4. Severe and/or repeated acts of bullying and/or violence, including hazing which resulted in disciplinary consequences.
5. Conduct, which is unsportsmanlike or brings disrepute to Arcola CUSD #306 as determined by the administration.

Student athletes are cautioned that their presence in circumstances where prohibited activities are occurring shall/may constitute the conclusion that the student athlete was participating in those prohibited activities. Student athletes are advised to avoid circumstances where they might be so implicated. A student athlete shall immediately leave or make a good faith effort to leave any place where substances prohibited by this handbook are present or are being used, or where other prohibited conduct is occurring, upon the student athlete becoming aware of the presence of prohibited activities, and a failure to do so shall may, for purposes of this handbook, be considered participation in the prohibited conduct by the student athlete.

CONSEQUENCES

1. The first offense shall result in a 1/3 suspension of the scheduled games during the season. The calculation of suspended games will be based on the number of scheduled games including tournament games during the regular season. The suspension will be based upon the higher level at which the participant practices and participates.

Examples:

- Football – $1/3$ of 9 games = 3 games
- Basketball - $1/3$ of approximately 24 games = 8 games (HS example)
- Track – $1/3$ of approximately 18 meets = 6 meets

If necessary, post season games will be used to complete the suspension. A player must complete the season in good standing for the suspension to be complete. A player may not quit the team once the suspension is over. Any suspension not completed will carry over to the next competitive season for that participant.

2. The second offense shall result in a 2/3 suspension of the scheduled games during the season. The calculation of suspended games will be based on the number of scheduled games including tournament games during the regular season. The suspension will be based upon the higher level at which the participant practices and participates.

Examples:

- Football – $2/3$ of 9 games = 6 games
- Basketball – $2/3$ of approximately 24 games = 16 games
- Track – $2/3$ of approximately 18 meets = 12 meets

A player must complete the season in good standing for the suspension to be complete. A player may not quite the team once the suspension is over. Any suspension not completed will carry over to the next competitive season for that participant.

3. A Third (3rd) violation will result in suspension of his/her IHSA-Sanctioned activities for one calendar year.

4. A Fourth (4th) violation will result in termination of his/her IHSA-Sanctioned activities career.

Athletic suspensions will be issued to any student who has violated the stipulations of this handbook, even if the student is not a member of an athletic team or activity at the time of the violation. Suspension from the team involves the actual IHSA-Sanctioned competition. Practice may still be required.

The participant will begin the school year with the violation status he/she has at the present time. Ex: If the student had one (1) violation from the previous handbook, he/she will move to the second (2nd) violation status if and when he/she has another offense. The same will be true of a student/athlete who had a second (2nd) violation from the previous handbook.

Alleged violations shall be reported to the High School Principal and/or the Athletic Director and/or administrative level employees of the Arcola School District #306. Reports must be made by a credible source. Should an investigation reveal that the handbook's stipulations have been violated the student shall be provided a conference during which the violation will be explained and the student will be given the opportunity to respond to the charges.

Any athletic suspension issued to the student shall be reported immediately to the student's parent(s)/guardian(s). A written notice of the suspension shall state the reasons for the suspension, including any school rule which was violated and a notice to the parent(s)/guardian(s) of their right to a review of the suspension. A copy of the notice shall be given to the superintendent.

If a hearing is requested to appeal the decision rendered by the Athletic Director and Principal, the program participant and their parent(s)/guardian(s) must make written notice of this within five (5) calendar days of the decision to the Superintendent who will serve as the hearing officer for the appeal.

It is impossible to list every possible infraction that could occur. Violations occurring which are not listed in this policy, will be handled by the Arcola High School Principal and Athletic Director. The integrity of all IHSA-Sanctioned activities for Arcola High School will be maintained at all times.