

Columbus High School
Athletics and Activity Guidelines
2023-2024 Student-Parent Handbook



CHS Athletics and Activities Department

Mr. Tim Kwapnioski	Director of Athletics & Activities
Mr. Austin Carmichael	Assistant Activities Director

CHS Administration

Mr. David Hiebner	Principal
Ms. Molly Hornbeck	Assistant Principal
Ms. Angela Leifeld	Assistant Principal
Mr. Michael Ziola	Assistant Principal

The student athletics and activities handbook has been written to assist our students to become productive members of Columbus High School athletics and activities. In preparing for various roles at Columbus High School, you must be conscious of your rights and be committed to your duties. Protect these rights by being a responsible member of your school community.

Your coaches, teachers, and principals are available to assist you in understanding the important things written in this handbook. Ask them questions if you do not understand the meaning of anything in this handbook.

Disclaimer Notice

The CHS athletics and activities student handbook does not form a contract, and the school reserves the right to interpret and modify the rules listed within the book. Levels of consequences listed or identified in the handbook are consistent with typical school practices; however, the administration reserves the right to assign more serious consequences based upon the frequency and/or severity of the infraction.

Notification of Nondiscrimination

Applicants for admission and employment, students, parents of elementary and secondary school students, employees, sources of referral of applicants for admission and employment, and all professional organizations holding collective bargaining or professional agreements with Columbus Public School District #1 are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age, or handicap in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning the Columbus Public School District #1's compliance with the regulations implementing Title VI, Title IX, or Section 504 is directed to contact the Superintendent of Schools, Columbus Public Schools, 2508 27th Street, Columbus, NE 68601, telephone number 402/563-7000. The Superintendent has been designated by Columbus Public School District #1's Board of Education to coordinate the institution's efforts to comply with the regulations implementing Title VI, Title IX, or Section 504. Any person may also contact the Assistant Secretary for Civil Rights, US Department of Education, regarding the institution's compliance with the regulations implementing Title VI, Title IX, or Section 504.

Notification of Sexual Discrimination

It is the policy of the Columbus Public School District to comply in spirit as well as in fact with the regulations implementing Title IX of the Education Amendments of 1972. Title IX of the Education Amendments of 1972 prohibits sex discrimination in federally assisted education programs. Specifically, Title IX states: "No person in the United States shall, on the basis of sex, be subjected to discrimination under any education program or activity receiving federal financial assistance..." Any student who has a grievance should complete a grievance form and forward it to the Superintendent. Forms are available in all school offices.

Notification of American Disabilities Act

If you have any special needs requests that will assist you in participating in programs, services, or activities of the Columbus Public Schools, please contact the Superintendent of Schools.

Title IX

In reference to CPS Board Policy 103.00 and Title IX (20 U.S.C. 1681) and 34 C.F.R. part 106, it is the policy of the school district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the school district's programs or activities. If a formal complaint is deemed necessary, the complainant may be filed with the Title IX Coordinator or the Assistant Secretary for Civil Rights of the United States Department of Education in person, by mail, or by electronic mail by using the contact information listed on the CPS district website. The District will follow the strict procedures and guidelines outlined for the formal complaint, response to sexual harassment, and grievance process found in CPS Board Policy 103.00.

Mission Statement of Columbus Public Schools

“Engaging All Learners to Achieve Success”

Section 1 Extracurricular Activity Philosophy and Requirements

Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities from which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provides experiences that will help students physically, mentally and emotionally.

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge; skill and emotional patterns that they possess, thereby making them better individuals and citizens.

Safety

The District's philosophy is to maintain an activities program, which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common-sense.

Warning for Participants and Parents

The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis, or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility. Columbus Public Schools does not provide health insurance to activity participants. Costs relating to injuries sustained during activity participation are the responsibility of the parent/guardian.

Requirements

All students participating in activities are required to purchase a C-Stamp at a cost of \$35.00. A C-Stamp will serve as an admission pass to all home activities not including GNAC and NSAA sponsored events. Students participating in NSAA sponsored activities are also required to complete the following forms: Random Drug Testing, Emergency Contact Information, NSAA Student and Parent Consent Form, Columbus High School Student and Parent Approval Form, and the Sports Physical Form approved by a physician.

Section 2 Extracurricular Activity Code of Conduct

Purpose of the Code of Conduct. It shall be the right of Columbus Public Schools to establish rules of conduct for participation in activities. Students who participate in extracurricular activities shall be held to a higher standard of conduct than those who choose not to participate. Furthermore, it shall be the right of Columbus Public Schools to impose sanctions for violations of those standards if the administration determines to its satisfaction that a violation has occurred.

Participation in school-sponsored activities is a privilege and not a right. Students participating in Columbus High School Activities must be in "good standing" with school regulations, including grades, attendance, and discipline and will be held responsible for knowing and abiding by all activity regulations which are listed in this handbook.

The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures, and rules.

Scope of the Code of Conduct.

Activities Subject to the Code of Conduct: The Code of Conduct applies to all extracurricular activities. Extracurricular activities means student activities or organizations which are supervised or administered by the school district which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school.

Extracurricular activities include but are not limited to: All Sports, Cheerleading, Dance Team, Yearbook, Art Club, Band Ensembles, C-Club, Destination Imagination, Key Club, Forensics, German Club, Improv, Intramurals, Mock Trial, NHS, Newspaper, Quiz Bowl, CHS 101, Robotics, SkillsUSA, FBLA, HOSA, Student Council, Theatre Productions, Vocal Ensembles, Art Club, and other school-sponsored organizations and activities. The Code of Conduct also applies to participation in school-sponsored activities such as school dances and royalty for such activities.

A participant means a student who participates in, has participated in or will participate in an extracurricular activity.

When: The Code of Conduct rules apply to conduct which occurs at any time, *during the school year*. Extracurricular activity participants are held to a higher standard of conduct during their high school careers.

Where: The Code of Conduct rules apply regardless of whether the conduct occurs on and/or off school grounds. If the conduct occurs on school grounds, at a school function or event, or in a school vehicle, the student may also be subject to further discipline under the general student code of conduct. A student who is In-School Suspended during the day of a competition shall not be permitted to compete in the scheduled contest but will be expected to practice. A student who is suspended (out of school - OSS) or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion, and may also receive an extended activity suspension.

Grounds for Extracurricular Activity Discipline. Activity policy consequences are determined by the frequency and severity of the infraction.

Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self-respect, self-discipline, teamwork, sportsmanship, and respect for authority. The following conduct rules have been determined by the Board of Education to be reasonably necessary to aid students, further school purposes, and prevent interference with the educational process. Such conduct constitutes grounds for suspension from participation in extracurricular

activities and grounds for other restrictions or disciplinary measures related to extracurricular activity participation:

1. Acts that result in the assignment of “extended” In-School (ISS) or Out-of-School Suspension (OSS). “Extended” means three or more.
2. Use of violence, force, coercion, threat, intimidation, bullying, harassment, or similar conduct in a manner that constitutes a substantial interference with school or extracurricular activity purposes or making any communication that a reasonable person would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property, fraud, repeated damage or theft involving property or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including a school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect another person shall not constitute a violation.
5. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from a student or making a threat that causes or may be expected to cause disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon, or bringing or possessing any explosive device, including fireworks, on school grounds or at a school function or event, or in a manner that is unlawful or contrary to school activity rules.
7. Selling, using, possessing, or dispensing alcohol, tobacco, narcotics, drugs, a controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or the dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. (**Note: Refer to “Section 3 – Drug, Alcohol, and Tobacco Violations” for further information**).
8. Public indecency, with regard to high school-age students, as defined in § 79-267 (7).
9. Engaging in sexual conduct, even if consensual, on school grounds, in a school vehicle, or at a school function or event. Sexual Assault or attempting to sexually assault any person.
10. Engaging in any activity forbidden by law, which constitutes a danger to other students, interferes with school purposes or an extracurricular activity or reflects a lack of high ideals.
11. Repeated violation of any of the school rules.
12. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to a school employee, school volunteer, or student.

Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.

13. Students found to have participated in intentional littering, marking/tagging, damaging, or defacing of the property of another school in a manner that draws an association with Columbus High School will be subject to disciplinary procedures including, but not limited to, restitution, suspension from school activities, loss of open lunch privilege and/or suspension from school.
14. Willfully violating the behavioral expectations for those students riding Columbus Public Schools buses or vehicles used for activity purposes.
15. Failure to report for the activity at the beginning of the season. Reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or the supervisor.

Refer to Coach Playing Time Policy / NSAA policy manual

16. Failure to participate in the full day of classes on the day of an activity. An unexcused absence on a Friday prior to Saturday participation may result in the student not participating in the activity. Also, failure to report on time for classes on the day following an activity. Extenuating circumstances must be approved by the administration.
17. Failure to attend scheduled practices and meetings. If circumstances arise to prevent the participant's attendance, the validity of the reason will be determined by the coach or sponsor. Every reasonable effort should be made to notify the coach or sponsor prior to any missed practice or meeting.
18. All other reasonable rules or regulations adopted by the coach or sponsor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or sponsor of such rules and regulations by written handouts or posting on bulletin boards prior to the violation of the rule or regulation. **Refer to Coach Playing Time Policy**
19. Hazing, defined as "an abusive, often humiliating form of initiation into or affiliation with a group, including; any willful action taken or situation created which recklessly or intentionally endangers the mental or physical health of another." (CHS Student Handbook, Section III-Oa)
20. Harassment/Bullying/Intimidation, defined as repeated remarks of a demeaning or slanderous nature, obscene language towards an individual or group of individuals, and language derogatory of race, creed, sexual orientation, national origin, or handicapping condition. (CHS Student Handbook, Section III-O)
21. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.
Game Ejections will be considered cumulative offenses at Columbus High. The first game ejection will result in a Level I offense, the second will be considered Level II.
21. The administration reserves the right to assign more serious consequences based upon the frequency and/or severity of the infraction.

All terms used in the Code of Conduct have a less strict meaning than under criminal law and are subject to reasonable interpretation by school officials.

Consequences for student misconduct: Activity policy consequences are determined by the frequency and severity of the infraction.

Students charged with a violation of any items of this policy (with the exception of drug/alcohol or tobacco violations, which are detailed in the next section) will receive a consequence upon investigation by the Columbus High School Administration and after a determination that a violation has in fact occurred and due process has taken place. The consequence for committing any of the offenses listed above shall include, but will not be limited to:

Level I Consequence: Shall mean the student will be suspended from any participation in, or attendance at, all activities for up to but not limited to **10** activity days and at a minimum of one event date. The student will be expected to continue to practice with the team/activity but will sit out public contests/performances. The administration reserves the right to advance to a higher-level consequence based on the severity of the action.

Level II Consequence: Shall mean the student will be suspended from any participation in, or attendance at, all activities (practice will be addressed) for up to but not limited to **45** activity days and at a minimum of two event dates.

Level III Consequence: Shall mean the student will be suspended from **all** participation in, or attendance at, **all** activities (practice included) for up to but not limited to **90** activity days and at a minimum of four event dates.

Level IV Consequence: Shall mean the student will be suspended from **all** participation in, or attendance at, **all** activities (practice included) for up to but not limited to **180** activity days.

In matters involving the levels of consequences for infractions in the Columbus High School regulations governing student conduct for participation in sponsored school activities, the due process (CPS BOE Policy 504.1) procedures shall be the same.

Levels of consequences listed or identified in this handbook are consistent with typical school practices; however, the administration reserves the right to assign a more serious consequence based upon the frequency and/or severity of the infraction. Violations of the Columbus High School Student Activity Code of Conduct are to be considered “cumulative” for a student’s entire career at CHS.

Repeated violations will result in an advanced consequence. (Repeated violations are those that occur within the same violation category.) Students demonstrating a trend of multiple infractions may face more severe consequences.

Section 3 Drug, Alcohol, and Tobacco Violations

A. Drugs and Alcohol

All violations of the Columbus High School Extracurricular Activity Code of Conduct (Sections Two and Three) will be cumulative over a student's entire high school career. Activity consequences for alcohol, drug, tobacco, or "look alike" violations are determined in accordance with the activity discipline policy and regulations established by the administration; the consequences include activity suspensions. **The drug and alcohol policy is enforced year-round.**

See Section 15 for the Columbus Public Schools policy 504.50 on Random Drug Testing.

Any student involved in extracurricular school activities is subject to consequences if, following an investigation, the administration determines that:

- A. The student is found to have been involved in either selling, using, possessing, manufacturing, or dispensing alcohol, narcotics, drugs, a controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, manufacturing, or the dispensing of an imitation controlled substance as defined in § 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. This includes federally banned substances or "look alike" substances.
- B. The student was present where alcohol, narcotics, drugs, a controlled substance, or an inhalant were being used wherein the student had **access** to the items; or,
- C. The student admits to a violation as defined above; or,
- D. The student is cited, charged, or convicted with any controlled substance or alcohol-related criminal offense.

First Violation of Drugs/Alcohol: Students determined to have committed a first violation shall be suspended up to but not limited to one-third of the scheduled Columbus High School varsity competitions/performances of that given student's activities season(s), and all lower levels games during the interim. If a student self-reports to a sponsor/coach or administrator within 72 hours following the incident, they shall be suspended for up to but not limited to one-fourth of the scheduled Columbus High School varsity competitions/performances of that given student's activities season(s), and all lower levels games during the interim. The student is also prohibited from participating in all activities with the team including

but not limited to pep rallies, traveling with the team, and community service performances that occur within this time frame. Student athletes will be expected to participate in practices and/or classes within the school day.

Second Violation of Drugs/Alcohol: Students determined to have committed a second violation at any time during their high school career may face penalties up to but not limited to expulsion from participation in all activities for one calendar year. If the student self-reports, the suspension is for nine months.

Reinstatement after Second Violation of Drug/Alcohol Policy:

Should it be determined that a student has committed a second violation during their high school eligibility; he or she may apply for reinstatement in activity participation under the following conditions:

1 – The student will undergo a formal drug/alcohol evaluation at his or her own expense. The results of this evaluation will be shared with the school administration and the recommendation(s) made by the evaluation must be followed for reinstatement to stand.

2 – The student will complete a community service project, including approximately 40 hours of service work, to be agreed upon by the school administration and the student. All expenses incurred for the completion of the community service project are to be the responsibility of the student. The student must complete the community service project prior to being reinstated.

Students being reinstated will be suspended up to but not limited to 1/3 of the current/next activity season.

Third Violation of Drugs/Alcohol: Students determined to have committed a third drug/alcohol violation at any time during their high school career shall be expelled from participation in all activities for the remainder of their high school careers.

Due Process: (CPS BOE Policy 504.1) A student accused of a violation shall have due process rights consisting of the right to know the nature of the alleged violation, the right to tell his/her version of events, and the right to have others comment on his/her behalf. You have the right to appeal the Director of Athletics and Activities decision provided the appeal is made to the high school principal within 7 days of notification of suspension. This decision may be appealed to the superintendent provided the appeal is made within 7 days of notification from the high school administration. The superintendent's decision is final.

Note: For calculation purposes, the contests/performances are the dates of the event. Contests/performances that are composed of multiple competitions on one day will be computed as one event date. If contests/performances are canceled, suspension dates will be applied toward future contests/performances. Violations will carry a minimum of a 1-performance suspension. Suspensions are calculated according to

the varsity schedule, students will not be eligible for lower-level competition until the suspension period has expired. Students participating in freshman-only activities will have suspensions calculated based upon the freshman schedule.

B. Tobacco/Inhalant Products

Tobacco, and/or e-cigarette violations are enforced in accordance with the NSAA activity calendar. Students determined to have possessed, used, distributed, or sold tobacco, “look alikes” or inhalant products shall receive the following consequences:

First Violation of Tobacco: Level I Consequence: Shall mean the student will be suspended from any participation in, or attendance at, all activities for up to but not limited to **10** activity days and at a minimum of one event date. The student will be expected to continue to practice with the team/activity, but will sit out public contests/performance. The administration reserves the right to advance to a higher-level consequence based on the severity of the action.

Second Violation of Tobacco: Level II Consequence: Shall mean the student will be suspended from any participation in, or attendance at, all activities (practice will be addressed) for up to but not limited to **45** activity days and at a minimum of two event dates.

Third or any succeeding Violation of Tobacco: Level III Consequence: Shall mean the student will be suspended from **all** participation in, or attendance at, **all** activities (practice included) for up to but not limited to **90** activity days and at a minimum of four event dates.

Due Process: (CPS BOE Policy 504.1) A student accused of a violation shall have due process rights consisting of the right to know the nature of the alleged violation, the right to tell his/her version of events, and the right to have others comment on his/her behalf. You have the right to appeal the Director of Athletics and Activities decision provided the appeal is made to the high school principal within 7 days of notification of suspension. This decision may be appealed to the superintendent provided the appeal is made within 7 days of notification from the high school administration. The superintendent’s decision is final.

Note: For calculation purposes, the contests/performance are the dates of the event. Contests/performance that are composed of multiple competitions on one day will be computed as one event date. If contests/performance are canceled, suspension dates will be applied toward future contests/performance. Violations will carry a minimum of a 1-performance suspension. Suspensions are calculated according to the varsity schedule, students will not be eligible for lower-level competition until

the suspension period has expired. Students participating in freshman only activities, will have suspensions calculated based upon the freshman schedule.

Section 4 Attendance

Student participants are expected to meet the following attendance expectations:

1. Attend school regularly. Students who have “excessive absences” as determined under the school’s attendance policy are ineligible to participate in extracurricular activity contests or performances. Students, who after four unapproved absences during the current season of participation may be ineligible to participate in the next scheduled extracurricular activity contest or performance.
2. Be on time for all scheduled practices, contests, and departure for contests. In the event, a participant is unable to attend a practice or contest the participant should contact the coach or sponsor in advance.
3. On the day of a contest, performance, or other activity, be in attendance for his or her first block class and remain in attendance for the remainder of the day. A student who is not in attendance the full day may be ineligible for the contest, performance, practice, or activity.

Exceptions may be made for extenuating circumstances, such as doctor/dentist appointments or family emergencies. Exceptions must be approved by the Principal or Athletic Director.

Every attempt should be made to be in attendance on the day of a contest. Sleeping in to rest up for the game will not be considered an extenuating circumstance, nor will going home ill and then returning to play in the contest later that day.

4. All student participants are expected to be in school for their first class on the day following a contest, even if the student should arrive home late from an activity. Students tardy or absent on a day following an activity may forfeit the opportunity to participate in the next contest. The high school administration has the sole authority to make the determination to excuse students on the day following a competition or activity.

Repeated violations of this attendance policy will be considered violations of the “CHS Activity Code of Conduct,” and students will

be subject to penalties as listed in “Section 2 – Extra-Curricular Activity Code of Conduct.”

Section 5 Academic Standards

Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility of each student is to establish a firm academic foundation. A student participating in extracurricular school activities shows evidence of sincere effort towards scholastic achievement. To be eligible for participation in extracurricular activities students must:

1. Be enrolled in at least 20 credit hours in the semester of participation and receive twenty credit hours the immediate preceding semester.
(Note: This includes seniors who are intending to “graduate early” or are participating in off-campus classes)
2. Not have a failing grade in two or more of their current classes. Students who are failing in two subjects at the end of a scheduled reporting period are ineligible to participate in their extra-curricular activities until the next reporting period.
3. Reporting periods begin on the first day of each academic week. Coaches and/or advisors will be notified by the CHS Assistant Activities Director of any ineligibility. Students will be given the remainder of the first day of the academic week to correct their grades.
4. Students who still have two failing grades after **four p.m.** on the first day of a reporting period will be declared ineligible from the day following the first day of the reporting period of the current week for one full week. Coaches and/or advisors will be notified of ineligibility, and a letter or will be sent to the student’s home address or an email to the student’s guardian detailing the reasons for ineligibility. **For reporting periods on shortened weeks, student eligibility will run from notification through to the next Monday, with eligibility returning on Tuesday, if the student is passing.**
5. Academic requirements for eligibility do not apply to:
 - (A) Instructional field trips which are a part of the scheduled course learning experience; or
 - (B) Activities or events which are a part of the student’s grade requirements.

Homeschool Students

Homeschool students wishing to participate in Columbus High School activities must be continuously enrolled in a minimum of **five credit hours** of instruction per semester at Columbus High School. If the home school student enters Columbus High School as a tenth, eleventh, or twelfth-grade student, he/she shall have received, or be granted, twenty credit hours for the immediate preceding semester of which 5 of those credit hours must have been earned at a member school. Columbus High School shall determine whether the homeschool credits will be accepted to fulfill preceding semester scholastic requirements.

Section 6 “Team Selection” and “Playing Time”

“Team selection” and “playing time” decisions are the responsibility of the individual coach or sponsor of the activity. Consistent, however, with the purpose of the activities program, the coaches and sponsors shall follow the following established guidelines for team selection and playing time decisions, along with such other guidelines as each individual coach and sponsor may develop which are not inconsistent with these established guidelines:

1. School Representative. Student participants must demonstrate that they can and will represent themselves and their school in a manner, which reflects the development of high ideals and appropriate values, which shall include good citizenship in the school and in the community.
2. Success. Student participants must demonstrate that they can make the activity program more successful, both from a standpoint of competitive success and success in promoting a positive school spirit. Characteristics for purposes of these criteria include the student's: (1) talent or skill, (2) desire to improve the student's own skills or talents as well as those of others in the activity, and (3) attitude of respect towards teammates, the coach, the school, and the community.

Section 7 Transportation to and From Events

Team/group members are to travel to and from out-of-town events as a unit. Certain exceptions concerning travel can be made.

A student involved in school activities may be allowed to ride to or from an out-of-town event with a signed note from his or her parents. Preferably, a note should be received by the Athletics and Activities Office no later than 24 hours before the beginning of the trip. No verbal approvals for alternate transportation will be allowed.

Furthermore, under no circumstances should a student involved in school activities be allowed to ride to or from an out-of-town event with anyone but his or her own parent/guardian without administrative approval. A student may be allowed to travel from the activity with a non-family member who is an adult and has been previously approved by the administration by the student's parent/guardian.

Transportation Policy

Activities may be conducted at a location other than Columbus High School. In some instances, Columbus High School will not provide transportation to the activity.

Columbus High School is not responsible when students are provided transportation by a vehicle driven by others. In these instances, the responsibility and liability of the school and school officials are limited to the period from the participant's arrival at the event site and contact with the coach, sponsor, or assigned staff member, until dismissal from the event. All other liability for the child's safety lies with the parent or their designated drivers.

The safety of the students is of utmost importance, and parents should exercise their wisdom, good judgment, and discretion when planning travel arrangements.

Transportation Liability Waiver

I have read the Extracurricular Transportation Policy and agree that I shall assume all liability for negligently caused injuries or damages and release the school and school officials from any liability for injury or damage resulting from the following situations involving extracurricular activities:

1. Where I transport my son/daughter;
2. Where I transport other students, or I, as a parent/guardian, give permission to another adult to transport my son/daughter;
3. Where my son/daughter transports himself/herself to a home event; or
4. Where my son/daughter transports other students to or from a practice or home scheduled event;
5. Where I, or a group of parents or other individuals, contract or arrange for transportation and the school does not directly contract for such transportation.

Section 8 Multiple Events on Same Day

NSAA District, State and Heartland Athletic Conference sponsored events take preference over non-state and non-conference sponsored events as to where the student shall compete. If there must be a choice made between two activities that exist on the same day, it will be made by the student with the knowledge that there will be no reprisal by the other sponsor. Under no circumstance will a student's grade be lowered, lose an award or be dismissed from the activity when that student returns. A student can be asked to challenge to retain his/her original position. Any event or performance always takes precedence over a practice. NSAA sponsored activity practices take preference over non-NSAA activity practices.

Furthermore, in-season activities always have precedence over out-of-season or non-school affiliated activities.

Example One: If there is a district music contest on the same day as a dual track meet, the student must represent our school at the district music contest.

Example Two: If a student has a regular-season basketball game on the same day as a SkillsUSA event, the student has the right to choose between events.

Example Three: If a student has a dance practice during dance season on the same day/time as a soccer open gym, the student must attend the dance practice.

Section 9 Relationships Between Parents and Coaches/Sponsors

Both parenting and coaching are very difficult vocations. By establishing an understanding between coaches and parents, both are better able to accept the actions of the other and provide a more positive experience for everyone.

Parents have the right to know the expectations placed on them and their children. Coaches and sponsors have the right to know that if parents have a concern, they will discuss it with the coach at the appropriate time and place.

Parents' Role in Interscholastic Athletics and Other Extracurricular Activities

Communicating with your children

- Make sure that your children know that win or lose, scared or heroic, you love them, appreciate their efforts, and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.

- Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship, and actual skill level.
- Be helpful but don't coach them. It's tough not to, but it is a lot tougher for the child to be flooded with advice and critical instruction.
- Teach them to enjoy the thrill of competition, to be "out there trying," to be working to improve their skills and attitudes. Help them develop the feeling of competing, for trying hard, and for having fun.
- Try not to relive your athletic life through your child in a way that creates pressure. If they are comfortable with you win or lose, then they are on their way to maximum enjoyment.
- Don't compete with the coach. If your child is receiving mixed messages from two different authority figures, he or she will likely become disenchanted.
- Don't compare the skill, courage, or attitude of your child with other members of the team.
- Get to know the coach(es). Then you can be assured that his or her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his or her leadership.
- Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting.

Communicating with the coach

- Communication you should expect from your child's coach includes:
 - o Philosophy of the coach
 - o Expectations the coach has for your child
 - o Locations and times of all practices and contests
 - o Team requirements
 - o Procedure should your child be injured
 - o Discipline that results in the denial of your child's participation
- Communication coaches expect from parents
 - o Concerns expressed directly to the coach
 - o Notification of any schedule conflicts well in advance
 - o Specific concerns in regard to a coach's philosophy and/or expectations
- Appropriate concerns to discuss with coaches:
 - o The treatment of your child, mentally, and physically
 - o Ways to help your child improve
 - o Concerns about your child's behavior
 - o Injuries or health concerns. Report injuries to the coach immediately!! Tell the coach about any health concerns that may

make it necessary to limit your child's participation or require the assistance from trainers. Students are sometimes unwilling to tell coaches when they are injured, so please make sure the coach is told.

- Issues not appropriate to discuss with coaches:
 - Playing time
 - Team strategy
 - Play calling
 - Other student-athletes (except for reporting activity code violations)
- Appropriate procedures for discussing concerns with the coaches:
 - Call to set up an appointment with the coach
 - Do not confront a coach before or after a contest or practice (these can be emotional times for all parties involved and do not promote resolution)
- What should a parent do if the meeting with the coach did not provide a satisfactory resolution?
 - Call the Director of athletics and activities to set up a meeting with the coach, parent, and student present.
 - At this meeting, an appropriate next step can be determined, if necessary.

Section 10 Good Sportsmanship—Behavior Expectations of Spectators

Good sportsmanship is expected to be exhibited by all coaches, sponsors, students, parents, and other spectators. The school can be punished by NSAA for a lack of good sportsmanship at NSAA-sanctioned events. More importantly, activities are more enjoyable for the students when good sportsmanship is displayed.

Responsibilities of Spectators Attending Interscholastic Athletics and Other Extracurricular Activities

1. Show interest in the contest by enthusiastically cheering and applauding the performance of both teams.
2. Show proper respect for opening ceremonies by standing at attention and remaining silent when the National Anthem is played.
3. Understand that a ticket is a privilege to observe the contest, not a license to verbally attack others, or to be obnoxious. Maintain self-control.

4. Do not “boo,” stamp feet or make disrespectful remarks toward players or officials.
5. Learn the rules of the game, so that you may understand and appreciate why certain situations take place.
6. Know that noisemakers of any kind are not proper for indoor events.
7. Obey and respect officials and faculty supervisors who are responsible for keeping order. Respect the integrity and judgment of game officials.
8. Stay off the playing area at all times.
9. Do not disturb others by throwing material onto the playing area.
10. Show respect for officials, coaches, cheerleaders, and student-athletes.
11. Pay attention to the half-time program and do not disturb those who are watching.
12. Respect public property by not damaging the equipment or the facility.
13. Know that the school officials reserve the right to refuse attendance of individuals whose conduct is not proper.
14. Refrain from the use of alcohol and drugs on the site of the contest.

Section 11 Clearance to Participate & (Head) Injury Procedure

Based on legislation at the state and federal levels, Columbus High School will observe the following protocol for allowing students to participate in activities.

“In order to participate in any athletic event sponsored by CPS, students must have permission and clearance from each of the following six individual entities:

- 1) Student Themselves
- 2) Student’s Parent(s) and/or Guardian(s)
- 3) Student’s Family Physician/Medical Professional
- 4) Student’s Activity Sponsor/Coach
- 5) Columbus Public Schools Administration
- 6) Columbus Public Schools Athletic Trainer

During activity or athletic participation if a student is suspected to have suffered a head injury, displays concussion-like symptoms, or any injury that appears to be urgent, the student will be removed from any level of participation immediately, until a complete evaluation is performed by a licensed medical professional. Written notice and personal contact with a parent/guardian of such an interruption of participation will follow the injury. The head coach, athletic trainer, or designee is responsible for the notification of parents. Such notice will include specifics regarding the time and location of the urgent injury, the signs/symptoms of a concussion/brain injury that were observed, and any actions taken with the student.

In the event that such ability to participate is interrupted at any time due to a diagnosed head injury, concussion, and/or any other urgent injury written clearance from both the student's parent(s)/guardian(s) and family physician/medical professional will be required before clearance to participate may be granted again. The responsibility of obtaining written clearance from a licensed medical professional is solely that of the student and his or her family.

Section 12 Summer Camps & Travel

On occasion, students have the opportunity to participate in trips that have an apparent connection to the District, but which in fact are not school-sponsored. Some examples: (1) travel with a club sports team, even though the club team may be coached by our high school coach; (2) a band traveling to an out-of-state band contest that is arranged by a Booster Club; and (3) a foreign language teacher taking students abroad during the summer.

These opportunities are often worthwhile and beneficial to students. The message we want to make clear, however, is that these opportunities are not school-sponsored activities. All arrangements for such trips, including all associated travel costs; supervision, and safety are the responsibility of the group or person making the trip available to students. Columbus Public Schools has no responsibility for such trips. Anyone who is uncertain as to whether or not a particular opportunity is school-sponsored should contact the superintendent, building principal, or the director of athletics and activities.

Section 13 Concussions

***Please see the following three pages for information regarding concussions.**

HEADS×UP

CONCUSSION IN HIGH SCHOOL SPORTS

A FACT SHEET FOR **ATHLETES**

What is a concussion?

A concussion is a brain injury that:

- Is caused by a bump, blow, or jolt to the head or body.
- Can change the way your brain normally works.
- Can occur during practices or games in any sport or recreational activity.
- Can happen even if you haven't been knocked out.
- Can be serious even if you've just been "dinged" or "had your bell rung."

All concussions are serious. A concussion can affect your ability to do schoolwork and other activities (such as playing video games, working on a computer, studying, driving, or exercising). Most people with a concussion get better, but it is important to give your brain time to heal.

What are the symptoms of a concussion?

You can't see a concussion, but you might notice **one or more** of the symptoms listed below or that you "don't feel right" soon after, a few days after, or even weeks after the injury.

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion

What should I do if I think I have a concussion?

- **Tell your coaches and your parents.** Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach right away if you think you have a concussion or if one of your teammates might have a concussion.
- **Get a medical check-up.** A doctor or other health care professional can tell if you have a concussion and when it is OK to return to play.
- **Give yourself time to get better.** If you have a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have another concussion. Repeat concussions can increase the time it takes for you to recover and may cause more damage to your brain. It is important to rest and not return to play until you get the OK from your health care professional that you are symptom-free.

How can I prevent a concussion?

Every sport is different, but there are steps you can take to protect yourself.

- Use the proper sports equipment, including personal protective equipment. In order for equipment to protect you, it must be:
 - The right equipment for the game, position, or activity
 - Worn correctly and the correct size and fit
 - Used every time you play or practice
- Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.

If you think you have a concussion:
Don't hide it. Report it. Take time to recover.

It's better to miss one game than the whole season.

For more information and to order additional materials *free-of-charge*, visit: www.cdc.gov/Concussion.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
CENTERS FOR DISEASE CONTROL AND PREVENTION



June 2010

HEADS^xUP CONCUSSION IN HIGH SCHOOL SPORTS

A FACT SHEET FOR PARENTS

What is a concussion?

A concussion is a brain injury. Concussions are caused by a bump, blow, or jolt to the head or body. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

What are the signs and symptoms?

You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days after the injury. If your teen reports **one or more** symptoms of concussion listed below, or if you notice the symptoms yourself, **keep your teen out of play and seek medical attention right away.**

Signs Observed by Parents or Guardians	Symptoms Reported by Athlete
<ul style="list-style-type: none"> • Appears dazed or stunned • Is confused about assignment or position • Forgets an instruction • Is unsure of game, score, or opponent • Moves clumsily • Answers questions slowly • Loses consciousness (even briefly) • Shows mood, behavior, or personality changes • Can’t recall events prior to hit or fall • Can’t recall events after hit or fall 	<ul style="list-style-type: none"> • Headache or “pressure” in head • Nausea or vomiting • Balance problems or dizziness • Double or blurry vision • Sensitivity to light or noise • Feeling sluggish, hazy, foggy, or groggy • Concentration or memory problems • Confusion • Just not “feeling right” or is “feeling down”

How can you help your teen prevent a concussion?

Every sport is different, but there are steps your teens can take to protect themselves from concussion and other injuries.

- Make sure they wear the right protective equipment for their activity. It should fit properly, be well maintained, and be worn consistently and correctly.

- Ensure that they follow their coaches’ rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.

What should you do if you think your teen has a concussion?

- 1. Keep your teen out of play.** If your teen has a concussion, her/his brain needs time to heal. Don’t let your teen return to play the day of the injury and until a health care professional, experienced in evaluating for concussion, says your teen is symptom-free and it’s OK to return to play. A repeat concussion that occurs before the brain recovers from the first—usually within a short period of time (hours, days, or weeks)—can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in edema (brain swelling), permanent brain damage, and even death.
- 2. Seek medical attention right away.** A health care professional experienced in evaluating for concussion will be able to decide how serious the concussion is and when it is safe for your teen to return to sports.
- 3. Teach your teen that it’s not smart to play with a concussion.** Rest is key after a concussion. Sometimes athletes wrongly believe that it shows strength and courage to play injured. Discourage others from pressuring injured athletes to play. Don’t let your teen convince you that s/he’s “just fine.”
- 4. Tell all of your teen’s coaches and the student’s school nurse about ANY concussion.** Coaches, school nurses, and other school staff should know if your teen has ever had a concussion. Your teen may need to limit activities while s/he is recovering from a concussion. Things such as studying, driving, working on a computer, playing video games, or exercising may cause concussion symptoms to reappear or get worse. Talk to your health care professional, as well as your teen’s coaches, school nurse, and teachers. If needed, they can help adjust your teen’s school activities during her/his recovery.

If you think your teen has a concussion:

Don’t assess it yourself. Take him/her out of play. Seek the advice of a health care professional.

It’s better to miss one game than the whole season.

For more information and to order additional materials *free-of-charge*, visit: www.cdc.gov/Concussion.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
CENTERS FOR DISEASE CONTROL AND PREVENTION



June 2010

Nebraska Sports Concussion Network



www.NebSportsConcussion.org

Home Instructions for the Concussed Athlete

Athlete _____ Date of Injury _____ Time of Injury _____

Home phone _____ Parent/guardian name _____

Your son/daughter has sustained concussion while participating in _____. In some instances, the Signs & Symptoms of a concussion do not become apparent until several hours or even days after the injury. Therefore, they should be monitored closely. Please be especially observant for the following signs and symptoms.

1. Headache (especially one of increasing intensity*)
2. Nausea and vomiting*
3. Difference in pupil size from right to left eye, dilated pupils*
4. Decreased or irregular pulse OR respiration*
5. Blurry or double vision*
6. Slurred speech*
7. Seizure activity*
8. Noticeable changes in the level of consciousness (difficulty awakening, or losing consciousness suddenly)*
9. Mental Confusion or Behavior Changes
10. Balance Problems or Dizziness
11. Memory Loss or Difficulty Remembering
12. Fatigue
13. Feeling Slowed Down or Foggy
14. Drowsiness
15. Difficulty Concentrating
16. Sensitivity to Light or Noise

*** Seek immediate medical attention at the nearest emergency department.**

The best guideline is to note symptoms that worsen, and behaviors that seem to represent a change in your son/daughter. If you have any question or concern at all about the signs or symptoms you are observing, contact your family physician for instructions, or seek medical attention at the closest emergency department. Otherwise, you can follow the instructions outlined below.

It is OK to:

- Use acetaminophen (Tylenol) for headaches
- Use ice pack on head & neck as needed for comfort
- Eat a light diet
- Go to sleep
- Rest

There is NO need to:

- Check eyes with a flashlight
- Wake up every hour
- Test reflexes
- Stay in bed

DO NOT:

- Drink alcohol
- Drive vehicle while symptomatic
- Exercise or lift weights
- Take ibuprofen, aspirin, naproxen or other non-steroidal anti-inflammatory medications
- No strenuous activity including P.E., sports, video games or texting

Please remind your son/daughter to check in with the School Nurse prior to going to class on the first day he/she returns to school. They should then follow up with the Athletic Trainer after school.

Recommendations provided to: _____ Phone #: _____

Recommendations provided by: _____ Phone #: _____

Date: _____ Time: _____

Adapted from National Athletic Trainers Association Position Statement: Management of Sports-Related Concussion. J Athl. Trng. 2004;39(3):280-297.

Section 14: CHS HOMECOMING CONTRACT SENIOR STUDENTS

In order to be placed on the Homecoming ballot, eligible seniors must meet the eligibility requirements and confirm that you want to be considered for the honor of being nominated as a homecoming candidate. By signing this contract you are confirming your willingness to assume the responsibilities of this all-school honor, which includes your agreement to attend the entire Homecoming Football Game and Dance and represent the school properly. Whether or not a student is eligible for selection for Homecoming Royalty is ultimately the decision of the high school administrative team based on the criteria set forth in the Student Handbook.

Academic Qualifications for Eligibility:

- The student must maintain a cumulative GPA of 2.5 or greater.
- The student must have passed all courses during his or her junior year.
- The student is currently academically eligible for activities.

Conduct and Citizenship Qualifications for Eligibility:

- The student must not have violated the school's drug and alcohol policy.
- The student must not have been cited or admitted to a criminal offense (excluding routine/minor traffic violations)
- The student must not have had excessive violations of other school policies. This means 8 or fewer Level 0 and/or Level 1 violations and no Level 2 or Level 3 violations. Tardies will not be included.

Activity Participation Requirement for Eligibility:

- Seniors must have participated in and completed a CHS sponsored activity within the last year. Within the last year means, from last year's Homecoming until the date of application.
- All activities participated in within the last year must be verified by the coach or sponsor.

Directions:

- The student must list the activities participated in during their Junior year and all activities which they currently participate in.
- Refer to the back page of this document for all necessary signatures.

Activities

Coach/Sponsor

Your Name (print)	Date
Signature	

To Be Completed by the Administration After Initial Vote by the Senior Class

1. The student was selected as one of the eight finalists. ____ YES ____ NO

If YES, continue to #2, #3, and #4

2. Student is in Good Standing in the following areas

- | | | |
|---|----------|---------|
| Academic Qualifications (2.5 GPA) | ____ YES | ____ NO |
| Conduct and Citizenship | ____ YES | ____ NO |
| Activity Participation | ____ YES | ____ NO |
| 3. Background Check Cleared | ____ YES | ____ NO |
| 4. Final Verification by Building Administrator | ____ YES | ____ NO |

Homecoming Protocols Final Revisions March 2014

RECEIPT OF Columbus HIGH SCHOOL
STUDENT-PARENT ACTIVITY HANDBOOK

We acknowledge receipt of the Student-Parent Activity Handbook.

We agree to abide by the extracurricular activity code of conduct set forth in the handbook and the other rules and regulations set forth in the handbook.

We agree to read the handbook. In the event we have a question on the meaning of any of the material in the handbook, we understand that we can request a conference with the Principal or the Director of Athletics and Activities to get an explanation.

_____ Student Name (print)	_____ Parent or Guardian Name (print)
_____ Student Signature	_____ Parent or Guardian Signature
_____ Date	_____ Date

Section 15: Drug Testing Procedures
COLUMBUS PUBLIC SCHOOLS
COLUMBUS, NE
DRUG TESTING POLICY

1. Need for Random Testing

The Board of Education is responsible for maintaining discipline, health, and safety. The Board recognizes that substance abuse presents a continuing challenge and a danger to the student population as a whole. The Board is committed to maintaining school-sponsored activity programs in a safe, healthy, and secure environment. The Board is further committed to being proactive in ensuring that students who participate in extracurricular activities represent the District in a positive manner

2. Eligibility for Random Testing

Students who participate in school-sponsored competitive extracurricular activities, as defined in the student handbook at the middle school and high school (Grades 7-12) levels are eligible for random testing. Students who do not consent to participate in the testing program shall not be eligible to participate in school-sponsored competitive extracurricular and co-curricular activities. Parents/guardians may volunteer their child for participation in the testing program even if they do not participate in a school-sponsored competitive extracurricular activity.

Testing Procedure

a. Random Testing

The Superintendent or designee will ensure the testing of eligible students occurs on a scheduled basis through a confidential and random testing schedule.

b. Collection

The testing collection process will be conducted in a manner that protects student privacy, guards against tampered specimens, and ensures an accurate chain of custody. It is intended that the procedures are modeled on those applicable to the testing of DOT-covered employees, through methods other than testing of urine samples may be used. The tests are to be designed to detect only the use of illegal drugs, not medical conditions or the presence of authorized prescription medications.

4. Confidentiality

All activities related to the testing policy will be carried out in accordance with the requirements of the Family Educational Rights and Privacy Act (FERPA), the Protection of Pupil Rights Amendment (PPRA), and any other applicable confidentiality laws.

5. Consequences for Positive Tests

Any of the following shall be considered to be a positive test result:

- A confirmed positive drug test;
- Refusal to participate in testing when selected; and/or
- Tampering with the specimen collection process.

The following shall result from a positive test result:

- The student or the student's parents or guardians should contact the building principal or designee within 48 hours of notification of a positive test result.
- If there is no self-reporting within 48 hours by the student and/or their parents or guardian, the building principal or designee will call and set up a meeting to discuss the positive test result, with the objective of collaborating on a plan to assist the student in avoiding future substance abuse.
- The student's privilege of participating in extracurricular or co-curricular activities will be restricted as follows:
 - Positive results from a student tested based on probable cause or reasonable suspicion will receive consequences based on the student code of conduct as stated in the Columbus Public Schools student handbook.
 - The parents or guardians are responsible for the costs of any rehabilitation program, which includes substance abuse counseling and follow-up.
 - Positive results will not lead to the imposition of any academic consequence or disciplinary action, other than the above-described limitations on the privilege to participate in extracurricular activities.

6. Appeal and Due Process Procedures

A student or the student's parents/guardians or employee may challenge the results of a positive test through an appeal process to be developed by the Superintendent or designee. In the event a student or the student's parents/guardians wish to challenge a positive test on a basis other than the accuracy of the test result; an appeal may be made in accordance with the policy on extracurricular activity discipline and/or Columbus Public Schools Staff Handbook.

7. Process

The Superintendent or the Superintendent's designee is directed to develop specific testing procedures consistent with this policy.

Drug Testing Procedures

1. Student Eligibility for Random Testing

Students who participate in school-sponsored competitive extracurricular and co-curricular activities, as defined by the student handbook, at the middle and high school (Grades 7-12) levels are eligible for random testing. School-sponsored extracurricular and co-curricular competitive activities, as defined by the student handbook, are activities that are sponsored or approved by the Board, but are not required for credit towards graduation, and which involve competition, comparison, or judging of the individuals or groups with other individuals or groups as part of selection or participation.

To participate in a school-sponsored competitive extracurricular or co-curricular activity, students must submit a completed Consent to Test Form on or before the first practice or on or before the first event or meeting, whichever is applicable. The form must be signed by the student and the student's parent or guardian. Failure to submit a completed Consent to Test Form will result in ineligibility for participation in school-sponsored competitive extracurricular activities until the form is submitted.

Students remain eligible for testing from the date the Consent to Test Form is turned in until a Drop Form is completed, or until the student graduates or is otherwise no longer enrolled in the District. A student for whom a Drop Form has been submitted shall be ineligible for participation in school-sponsored extracurricular activities for twelve months from the date the Drop Form is submitted. Students have a fifteen (15) day grace period for reconsideration of a Drop Form.

Students who are not participants in a school-sponsored extracurricular activity may volunteer for participation in the testing program by submitting a completed Consent to Test Form.

2. Testing Procedure

a. Random Testing

A confidential testing schedule will be created by the Superintendent, designee, or contracted service agent to ensure that the testing of eligible students is conducted in a manner that is random. To maintain confidentiality and to maintain the integrity of the randomness of this program, the students eligible for testing will be identified by a unique personal identifier that does not make the student known to persons other than the school officials who are directly involved in the testing program.

No less than twenty percent (20%) of the pool of eligible students will be tested each school year. The Superintendent or designee shall have the authority to determine the percentage to test, subject to the minimum 20% level, dependent on the nature and extent of the prevailing problem with drug usage in the school community from time to time. Testing will take place throughout the school year.

b. Collection

The testing collection process will be conducted in a manner that protects student privacy, guards against tampered specimens, and ensures an accurate chain of custody of the specimen. The method of testing may involve the use of breath, saliva, urine, or hair samples. To the extent the testing involves the collection of urine, it shall be done by a certified collector in accordance with DOT urine drug screen collections policy/procedures. Such collection procedures may require a same-sex monitored collection should the urine sample show signs of adulteration, temperature out of range, or tampering.

It is intended that the procedures be modeled on those applicable to the testing of CDL employees, which include the testing of specimens for unlawful substances. The tests are to be designed to detect only the use of illegal drugs, including but not limited to amphetamine(methamphetamines), marijuana, K2, cocaine, PCP, and opiates, not medical conditions or the presence of authorized prescription medication.

Positive results will need to be confirmed by the contracting service. If any fees are associated with the confirmation, the fees will be assessed to the

student and their family. The district is not responsible for re-test costs or confirmation costs.

3. Confidentiality

All activities related to the testing policy will be carried out in accordance with the requirements of the Family Educational Rights and Privacy Act (FERPA), the Protection of Pupil Rights Amendment (PPRA), and any other applicable confidentiality laws.

Test results will be shared with the student and his or her parents first. It is then up to the student and their parents to notify the school within 48 hours of being notified of a positive test. The building principal or designee will be notified by the contracting agent regarding a positive result after the 48-hour window. Only the building Principal or designee with a legitimate educational interest will be provided the information, on a "need to know" basis. Test results will not be turned over to any law enforcement authority in the absence of a court order, subpoena, or other legal process requiring such. If a student is tested based on probable cause/reasonable suspicion to be under the influence or in possession of any illegal substance during the academic day, law enforcement may be notified.

Test results will be kept in confidential disciplinary files separate from the students' academic records. The test results will be destroyed when no longer needed for individual student situations or for the overall testing program.

Columbus High School/Scotus Central Catholic/Lakeview High School Cooperative Students

Scotus Central Catholic and Lakeview High School students who participate in cooperative sports with Columbus High School are subject to the same testing standards as Columbus High School activity participants. Scotus Central Catholic/Lakeview High School athletes will be included in the pool of Columbus High School students to be randomly tested.

**COLUMBUS PUBLIC SCHOOLS
COLUMBUS, NE
Consent to Test**

I fully understand that my performance as a student and the reputation of my school are dependent, in part, on my conduct as an individual. I hereby agree to accept and abide by the standards, rules and regulations set forth by the Board of Education of Columbus Public Schools, the administration, and the coaches and sponsors for the activities in which I participate.

_____ Student Name (print)	_____ Parent or Guardian Name (print)
_____ Student Signature	_____ Parent or Guardian Signature
_____ Date	_____ Date

I consent to and authorize Columbus Public Schools to conduct a drug test if my number is drawn from the random pool. I also authorize the release of information concerning the results of such tests to designated District personnel.

I understand that this form remains in effect until the submission of an Activity Drop Form or graduation and/or withdrawal from the District.

I plan to participate in one or more of the following school sponsored competitive extracurricular activit(ies):

_____ I am volunteering my son/daughter to be placed in the testing pool.

COLUMBUS PUBLIC SCHOOLS

COLUMBUS, NE

Activity Withdrawal

I will submit this form to the Director of Athletics and Activities. My name will be withdrawn from the testing pool on the date this is received by the Director of Athletics and Activities.

Completing this form will pertain to all school sponsored extracurricular activities. I understand that, by withdrawing, I can no longer participate in any school sponsored competitive extracurricular activities, and I may not receive recognition as a member of these activities or athletic programs. I may re-enter the testing pool after a period of one (1) calendar year by filling out a new Consent to Test form.

_____ Student Name (print)	_____ Parent or Guardian Name (print)
_____ Student Signature	_____ Parent or Guardian Signature
_____ Date	_____ Date

I UNDERSTAND THAT I HAVE 15 DAYS TO RECONSIDER THE DECISION AND RE-ENTER THE POOL.

Date: _____

Date of Receipt: _____

Director of Athletics and Activities

Policy Adopted: 08/19/13

COLUMBUS PUBLIC SCHOOLS
Columbus, NE

Section 16: Columbus Public Schools/Scotus Central Catholic/Lakeview Community Schools Cooperative Sports

Cooperative Agreement Guidelines Students from other schools who have been approved to co-op with Columbus Public Schools must comply with requirements that are requested of other students participating including (but not limited to):

1. Passing of physical examinations and insurance requirements.
2. Purchase a “C-Stamp” that is required of all students who participate in activities.
3. Students who participate in the cooperative who are not residents of the Columbus Public Schools boundaries will be required to pay a \$275 participation fee plus the “C-Stamp” price. Each additional activity a student participates in will require an additional \$275.
4. Fee’s will be payable to the school in which the student is enrolled and Columbus Public Schools will invoice the school where such student is enrolled for participation.
5. Students who choose to play a Cooperative Sport through Columbus High School must sign and have their parents sign a receipt that they understand the activity code of conduct for Columbus Public Schools. All students will be held to the same standard and consequences through the CHS Handbook.
6. Athletes from other schools will have the same consequences as CHS athletes should they break any of the rules set forth in the Code of Conduct.
7. If tryouts are to be conducted to warrant student release from the cooperative sport, a scoring system must be put in place for each sport and published as an exhibit to this regulation
8. All students will wear Columbus Discoverer attire or neutral clothing to practices and scrimmages. Clothing from other schools is not to be worn.
9. All students will wear Columbus Discoverer uniform attire clothing to all games and scrimmages. Clothing from other schools is not to be worn.
10. There will be no restrictions for student participation placed upon any cooping agreement. All students will be allowed to participate on an equal basis.