

Peñasco Independent Schools

Athletic and Activity Code of Conduct



2022 - 2023 School Year

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NOTE TO PARENTS:

It is the responsibility of parents and students to read and familiarize themselves with the terms and requirements of the Athletic/Activity Code. A student or his/her parent/guardian may obtain an explanation of any part of this Code from the Athletic/Activity Coordinator.

*The parent/guardian and student are required to sign the attached Contract form to acknowledge that the code has been read **and is** understood by the student and the parent/guardian, and that they agree to be bound by it.*

Coaches and sponsors are not permitted to allow a student to practice, play, or otherwise participate in the sport or activity until that student's signed acknowledgment form has been returned to the coach/sponsor.

Sportsmanship

The Peñasco Middle/High School defines a winner as one who is competitive, motivated, has a positive attitude, has honorable intentions and is a good role model for our youth, fellow students, and community. Preparation for contests should be centered on developing confidence, loyalty, dedication and strength in unity and team work. Cheers and rallies that encourage verbal abuse of opposing players, coaches, and schools are counterproductive to the ideals set forth in our mission statement.

The NMAA and the Peñasco Independent School's Board of Education recognize and support positive sportsmanship. Any student/adult demonstrating un-sportsmanship behavior will be asked to leave the event. Administration will enforce "**Competing with Class**" adopted by the Peñasco Independent Schools through the New Mexico Activities Association.

Chain of Command

Coach

Athletic/Activity Coordinator

School Building Principal/Athletic/Activity Director

Superintendent

Peñasco School Board

ACTIVITIES ARE A PRIVILEGE, NOT A RIGHT

Extracurricular and Co-curricular activities are strictly a voluntary program. Those who participate must be willing to give additional time and effort. The student is given the privilege of participating in a disciplined program of personal interest for which the school provides coaches, sponsors, equipment, and facilities.

Because school activities are voluntary and because those participating represent their school, we expect the behavior of individuals who participate to be of the highest order. This is particularly true of academic requirements, honesty, school citizenship, and sportsmanship. The dignity of the school is reflected in its athletic/activity program. Since it is a privilege and not a right to participate and represent the school, it is logical that the school has the authority to revoke the privilege for those who do not conduct themselves in a responsible manner. This sense of responsibility extends to the activity itself as well as to conduct inside and outside the school.

While a student has a legal right to attend school, the courts and hence, the New Mexico Activities Association, have held that the same right does not extend to participating in athletics/activities. As a result, when a student elects to participate in a co-curricular activity, he/she is agreeing to abide by the standards of conduct established for that activity by the coach/sponsor and the administration. Therefore, it is vitally important for both the student and the student's parents to carefully review the expected standards of conduct established in an athletic code or any special rules established (bylaws and/or constitution) by the coach/sponsor for the given activity. And, if for whatever reason the student feels that he/she cannot abide by such, then the student should not elect to engage in the activity.

Above all else, it is important to remember that when a participant chooses to violate an activity's rules, it is the participant who has violated his/her own oath of participation.

PEÑASCO HIGH SCHOOL
&
PEÑASCO MIDDLE SCHOOL
Incident/Complaint Form

Individual Filing Complaint _____
Relationship to Participant _____
Date of Filing _____
Date of Incident _____

Description of Incident:

Signature of Individual Filing Complaint _____
Date _____
Signature of Participant Affected _____

.....
For Office Use Only

Date Complaint Received by School Personnel _____

Received by: _____
Position: _____

Date of Parent/Guardian Meeting (if needed): _____

Result and/or Recommendation(s) Regarding Complaint:

Signature of Official Providing Result/Feedback _____
Date _____

POLICY STATEMENT: PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

The Peñasco Independent School Board of Education encourages its students to broaden their skills, knowledge and citizenship by participating in school-sponsored clubs, councils, inter-scholastic and intramural athletics, theatrical productions, and other extracurricular activities. However, participation in school-sponsored and school-supported athletic and extracurricular activities will be subject to the following:



ATHLETIC/ACTIVITY CODE

- A. All participants must abide by all regular school policies as designated by the Peñasco Middle/High School Student Handbook and District's Athletic/Activity Department Code of Conduct form in conjunction with policies set forth by the New Mexico Activities Association.

All participants, coaches and advisors must adhere to these policies during the full duration of the season including all conditioning sessions and the post-season competitions (tournaments).

- B. Participants who engage in any criminal activity or violations of civil law may be denied participation in an athletic and/or extracurricular program.

For any violation, the following consequence will be assessed for all Athletic & Extracurricular participants:

First Offense: Student will not be allowed to participate in any athletic and/or extracurricular activity(s) for a period of 15 school days.

Second Offense: If a student violates the PISD Athletic/Activity Code of Conduct while already on a first offense suspension under this portion of the athletic handbook, the student will be moved to the next level of consequences (second offense). Student will not be allowed to participate in any athletic or extracurricular activity(s) for the remainder of the semester in which the violation occurred.

It is the policy of the Athletic/Activity Department and coaching/advisory staff that any action taken by a coach/advisor, under the general rules and regulations against a participant can result in an indefinite suspension for the participant from that team or club. A teacher, coach, chaperone, school administrator, school board member, a member of any law enforcement agency, or the parent of the participant in violation must observe an alleged infraction. In the event of any infraction of the policies or rule, the following procedures will take place:

1. The coach/advisor must inform the participant and their parent/guardian either verbally and in writing about any infraction and subsequent consequences. The coach/advisor, Athletic/Activity Coordinator/Director, and/or Administrator will then conduct an informal hearing to allow the participant and parent/guardian to explain his/her actions. At the hearing, the denial of participation may be given a definitive duration, or it may be altered by school administration.
- C. Appropriate care must be taken of all equipment, school facilities, and properties. **Participants will be held financially responsible for any damage or loss through their negligence, at the replacement cost.**

Equipment:

- In most activities, practice and/or game equipment will be issued to participants. Participants will be financially responsible for said equipment.
- All equipment will be returned when the participant finishes the activity either at the end of the season or upon quitting the activity. **Any equipment not returned or paid for will cause the**

participant to be ineligible to compete in the next season. Once fees and fines are paid in full, the participant will become eligible to compete again.

- Any equipment lost, destroyed, or damaged (this includes theft), and due to negligence will be paid in full by the participant. Cost of equipment will be determined by representatives of the athletic department. New equipment will be issued only upon receipt of payment for equipment being replaced.
- D. All participants shall report any injuries or illness to their respective coaches immediately upon occurrence.
- E. Before an participant is permitted to engage in any practice, they must have on file with the head coach and athletic/activities director the following:
1. Emergency medical release forms.
 2. Complete physical examination
 3. Insurance or proof of school insurance purchase
 4. Signed Athletic/Activity Code of Conduct
 5. Signed “NMAA’s Concussion in Sports Fact Sheet for Athletes & Parents”
 6. Certificate of Completion “Concussion for Students” <https://www.nfhslearn.com/courses/61059/concussion-for-students>
 7. Sportsmanship- “Compete with Class” Video/Certificate/Training
- F. The participant shall be expected to attend all required practices, meetings, and contests. The appropriate coach/advisor shall be notified of an absence. No season is over until all contests, state-sponsored tournaments, or meetings have been completed by the team or individuals. Refusal to participate through the end of the season shall result in the loss of any awards or recognition.
- G. Participants dropping or dismissed from a sport/activity must return or replace damaged equipment and clear all responsibilities, and obligations with the coach/advisor of that sport/activity. Participation in the next sport cannot start until the previous sports season is completed.
- H. Participants who are under any type of medication shall have on file with the coach and nurse a note from the parent/guardian and/or doctor.
- I. All participants shall abide by all regular school policies and by the code on student suspensions, expulsions, and removals that was adopted by the Board of Education.



NMAA PARTICIPANT EJECTION POLICY

When a participant is ejected/disqualified from any contest/game for unsportsmanlike conduct, the minimum penalty shall be as follows:

First Ejection • One game/contest suspension – same level, may not participate at any level until all sanctions are completed • Complete the NFHSLearn “Sportsmanship” course, submit certificate of completion to the school athletic director

Second Ejection • Two game/contest suspension – same level, may not participate at any level until all sanctions are completed • Attend a meeting with the NMAA Executive Director/designee • A local sanction as determined by the local school athletic director and approved by the NMAA Participant-

Third Ejection • Student-athlete is removed from athletic competition for 180 school days/ 365 calendar days. • Attend a meeting with the NMAA Executive Director/designee prior to participation, if applicable

Note: Participant ejections are concurrent throughout the year and not per sports season.

Example: If a student athlete is ejected from a football game, and this same student athlete is then ejected from a basketball game, this would be considered his second offense.

Participant Ejection Clarification:

- Student athletes may not dress out in uniform, participate in warm-up, or be directly involved with the contest in any way.
- Student athletes may attend the contest, and must sit on the bleachers behind the team in dress code compliant clothing.
- Student athletes WILL NOT be allowed to travel with the team for out of town contests.
- Any violation of this policy may result in further sanctions as deemed necessary by the Director.

The Athletic/Activities Department also identifies the following conditions:



- A. The use of alcoholic beverages is prohibited; see District Discipline Policy.
- B. Since state law prohibits purchase and consumption of alcoholic beverages by minors, law enforcement will be notified and legal ramifications may follow.
- C. It is either a misdemeanor or a felony in this state to use, buy, or sell illegal drugs. Law enforcement will be notified and legal ramifications may follow.



- D. General Appearance:** A participant must always be neat and well groomed. Earrings or jewelry of any kind is not allowed during practice or games for safety reasons. Tattoos depicting illegal or sexually explicit content or words must be covered during practice and games. Participants must follow the school dress code or the coach/advisor required dress code.
- E. Dual Participation:** Students wishing to participate in two (2) season sports/activities are encouraged to do so. The primary sport/activity must be designated in writing prior to the beginning of the season. If there is a conflict, students are committed to the primary sport/activity. In order to be eligible to participate in State competition (ie: State Baseball Tournament), the student must have competed in at least 60% of the regular season competition. Coaches should work in collaboration together to benefit the athlete in both programs.
- F. Transfer Students:** A transfer student may not practice until all issues regarding his or her transfer has been clarified according to the New Mexico Activities Association guidelines. It is the responsibility of the in-season coach to gather all pertinent information and consult with the athletic coordinator to expedite the required petition procedures.
- G. School Attendance:** (Covid Clause: Students participating in virtual instruction will follow attendance policy according to covid reentry plan). A student must attend half of the school day (this means to be in class, not merely being physically present on campus or in the school building) to be eligible to participate in a practice or competition on the same day or a day prior to an event scheduled on a

non-school day. Exceptions could be made by the athletic director on a case by case basis with appropriate documentation.

1. Participation in evening competitions will not affect school attendance on the following day if arrival back to campus does not occur before 11:00pm. Any arrival of trips after 11:00pm will allow for students to be excused from their first period. College students who do attend NNMC or UNM Taos will need to find their own method of transportation. Students must be in school and on time the morning following an athletic event when arrival to the school is before 11:00pm. When competing during the school day, students must return to classes immediately after the event.
2. A written excuse from the medical provider, ie. Medical/dental appointments, etc., must be submitted to the school secretary upon return to school in order for the absence to be excused. A student must attend all his/her Thursday classes in order to participate in an athletic event on Friday and/or Saturday.

H. **Number of Practice Days Required:** Each team or individual must have at least five (5) days of practice before competing in a meet, game, or match. If student was not eligible but has 5 days of practice he/she may participate immediately when they have become eligible.

I. **Suspension:** Students placed in After School Detention or Out-of-School Suspension will not be allowed to practice or compete in contest/activity during the suspension period. Once the suspension period has been completed, the student may commence participation provided that the requirements of the coach's team rules and/or advisor's rules have been met. However, the principal retains the right to keep a participant from participating in practices or events regardless of the length of time spent in After School Detention.

J. **Returning From Out-Of-Town Contest and Travel to a Contest:** Athletes will return from all out-of-town contests with their squad by school transportation. Parents or legal guardians will be required to get prior written approval from Athletic Department before picking up a student athlete from an out of town contest. If students plan on leaving with another person other than their parents or legal guardian they may do so only with the Athletic Coordinator's written approval the day prior to the contest. Student athletes must travel to an athletic event on school transportation with their squad unless prior approval has been obtained. Request forms are available at the school's office. Participants of extra-curricular activities are required to follow the same protocol; reporting to their sponsor/advisor.



K. **Physical Examinations:** The New Mexico Activities Association rules require each athlete undergo a physical examination ensuring fitness. This fitness must be based on a physical examination of the student occurring after July 1 and must be verified in writing by a licensed medical/osteopathic physician/physician's assistant or nurse practitioner to the extent authorized by their practice act and licensing authority. The physical is valid through the following school year. The certificate of examination must be on file in the school athletic office before the athlete can begin practice.

L. **Health/Accident Insurance:** The Peñasco Middle/High School requires all athletes to be covered by insurance. This can be done in two ways:

1. By having family insurance. If this is the case, please provide the athletic office with a copy of your family medical card.
2. By subscribing to insurance offered through the school each year at a normal rate.

- M. **Athletic Fee:** All student athletes will be required to participate in fundraising activities as designated by Peñasco Independent Schools.
- N. **Varsity/Junior Varsity Teams:** As per District 2-AA bylaws, seniors are not allowed to play on a junior varsity basketball or volleyball team. Seniors are not guaranteed any spot on a team roster due to the fact that they are in 12th grade. **Disclaimer:* Under individual circumstances approved by the Director, a senior may play at the sub-varsity level.
- O. **Minimum Grade Requirements:** Student athletes progressing from grade level to grade level within the Peñasco Independent School District must have a minimum G.P.A of 2.0 with no F's at the end of the 1st and 2nd semester (NMAA requirement) in order to participate. Cumulative Provision (Grades 10-12) at semester can be applied if a student has only one F on semester grades. Student athletes who are ineligible to participate in events due to falling below a 2.0 GPA or having one F may still practice with the team. When quarter 1 and 3 grades are finalized, the student/athlete may regain eligibility if they have a 2.0 and no F's. Students must be enrolled in a minimum of 51% of a full time schedule. Student athlete eligibility will be conducted by the Athletic/Activities Coordinator at the grading period.
- Coaches will be responsible for keeping apprised of their athletes' grades progress reports in order to ensure their continued eligibility.**
- PLEASE NOTE: Participants/Athletes are responsible for requesting, completing and returning any missed work within the allotted time.**
- P. **Fielding a Team:** Student athlete interest must meet certain participation numbers to compile a team. Some sports require entry fees in order to participate in athletic contests. Without a fair number of student athletes willing to participate in a given sport it makes fielding a team not cost effective. In addition, a qualified coach with a coaching license must be willing to coach. Without a coach/sponsor, the school can not field a team. Minimum participation numbers for sports to field a team are as follows:
- Cross country- Minimum of 7 athletes
Volleyball- Minimum of 8
Basketball –Minimum of 7
Baseball- Minimum of 11
Track and Field- Minimum of 7 athletes
- If a season starts with minimum numbers in place to field a team and then decrease, the remainder of the season may be canceled.
- Q. **Athletic and Extra-Curricular Awards:** Will be given to all participants in the spring at the annual Athletic/Extra-Curricular Awards Reception.
- R. **Appropriate behavior** in the classroom, on campus, and at school events is required. Should a teacher, coach, support staff document behavior concerns, the building administrator or athletic director may impose consequences including game suspension.
- S. **Eligibility** for student participation in extra-curricular activities is determined by the New Mexico Activities Association's by-laws that are developed to create a level playing field for all student athletes. Changes to enrollment, home residence, academic standing, and family status are some of the factors that determine student eligibility. Parents/ guardians are strongly encouraged to familiarize themselves with the rules and regulations associated with student eligibility ***PRIOR*** to making changes to their student's status. Transferring schools may impact a student's opportunity to participate in extra-curricular activities.



PARENT/SUPPORTER'S CODE OF CONDUCT

Parents/Supporters have a great influence on children's enjoyment and success in athletic competition. It is important to remember that however good an athlete becomes at their sport within our school, it is equally important to reinforce the message to parents/supporters that positive encouragement will directly contribute to their success.

- I will not force my child to participate in sports.
- I will remember that children participate to have fun and that the game is for youth, not adults.
- I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
- I will learn the rules of the game and the policies of the league.
- I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials, and spectators, at every game, practice or other sporting event, as well as on social media
- I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player or parent such as booing and taunting, refusing to shake hands, or using profane language or gestures.
- I will not encourage any behaviors or practices that would endanger the health and wellbeing of the athletes.
- I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
- I will demand that my child treat other players, coaches, officials, and spectators with respect regardless of race, creed, color, sex, or ability.
- I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
- I will never ridicule or yell at my child or other participant for making a mistake or losing a competition.
- I will emphasize skill development and practices and how they benefit my child.
- I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
- I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
- I will refrain from coaching my child or other players during games and practices unless I am one of the official coaches of the team.

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

- Verbal warning by official, head coach, and/or head of league organization
- Written warning
- Parental game suspension with written documentation of incident kept on file by the Athletic Director as per the NMAA
- Parental season suspension as per the NMAA



COACHES CODE OF CONDUCT

Coaches are the key to the establishment of ethics in athletics. Their concept of ethics and their attitude directly affects the behavior of players under their supervision.

Coaches are therefore expected to pay particular care to the Peñasco aspect of their conduct and be aware that almost ALL of their everyday decisions and choices of actions have ethical implications.

It is natural that winning constitutes a basic concern for coaches. This is not intended to conflict with that. However, the code calls for coaches to disassociate themselves from “win at all costs!” attitude.

I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the youth athletes I coach. Therefore, I promise to uphold the following rights of young athletes to the best of my ability.

- Right to participate in sports.
- Right to participate at a level commensurate with each child’s maturity and ability.
- Right to have qualified adult leadership.
- Right to participate in safe and healthy environments.
- Right to proper preparation for participation in sports.
- Right to be treated with dignity.

I also promise to conduct myself in accordance with the Code of Ethics for Coaches as follows:

- I will treat each athlete, opposing coach, league official, parent, and administrator with respect and dignity.
- I will do my best to learn and teach the fundamental skills, teaching, and evaluation techniques and strategies of my sport.
- I will become thoroughly familiar with the rules of my sport.
- I will become familiar with the objectives of the sport program with which I am affiliated. I will strive to achieve these objectives and communicate them to my athletes and their parents.
- I will represent the school district and shall not engage in negative discussion through social media or any other forms of communication.
- I will uphold the authority of league officials who are assigned to the contests in which I coach and I will assist them in every way to conduct fair and impartial competitive contests.
- I will learn the strengths and weaknesses of my athletes so that I might place them in situations where they have a maximum opportunity to achieve success.
- I will conduct my practices and games so that all athletes have an opportunity to improve their skill level through active participation.
- I will communicate to my athletes and their parents the rights and responsibilities of individuals on our team.
- I will cooperate with the administration of our organization in the enforcement of rules and regulations.
- I will not tolerate any form of abuse of children, be it physical, emotional, ethical or sexual and will immediately report any such abuse to the proper authorities.
- I will ensure that the players and spectators follow all building rules and regulations.
- I will ensure that fans of his/her team conduct themselves with sportsmanship and maturity at all times while in attendance at game sites.
- I will respect the coaches and players of the opposing team both during the play of the game and at its conclusion, win or lose.

- I will instruct assistant coaches, scorekeepers, and timekeepers in the responsibilities in accordance with the rules and procedures.
- I will promote the positive aspects of the sport (Fair Play) and never condone violations of the Laws of the Game, behavior contrary to the spirit of the game, or relevant rules and regulations or the use of prohibited substances or techniques.
- I will adhere to guidelines laid down by the New Mexico Activities association.
- I will avoid the use of alcohol and tobacco products when in contact with players.
- I will not add students as friends on social media or associate with students through text and email.

J4450

JJIE

Athletic Program Drug and Alcohol Testing Policy

The Peñasco Independent School District (PISD) Board of Education recognizes that the use of illegal drugs, alcohol and misuse of prescription drugs among student athletes is increasing and a proactive program of deterrence will be instituted as an approach to encourage student athletes to make healthy and positive choices, to provide support in participation in treatment programs for students found to be using prohibited substances and to foster a safe environment for all students participating in New Mexico Athletics Association (NMAA) programs. There will be no academic sanction for violation of this Policy unless the student also violates student handbook policies. THIS POLICY IN NO WAY LIMITS THE SANCTIONS WHICH MAY BE APPLICABLE UNDER STUDENT HANDBOOK POLICIES.

I. Purpose:

- To deter student athletes from using drugs and alcohol which pose a threat not only to themselves, but to the health and safety of all PISD students.
- Undermine the effect of negative peer pressure by providing a legitimate reason for student athletes to refuse using drugs and alcohol and avoid the misuse of prescription drugs.
- Create a safe and drug free environment for students who participate in extra-curricular activities and assist them in getting help when needed.
- To ensure that students involved in athletics set an appropriate example for their peers for whom they are role models.
- To ensure that students involved in PISD athletic programs are reaching their full potential in the academic endeavors.
- To determine the extent of current substance use and abuse in order to develop effective procedures for reduction of student contact with and use of prohibited substances.

II. Prohibited Substances:

“Prohibited Substance” means:

- Controlled substances that are identified in Schedules I through V of Section 202 of the Controlled Substance Act, 21 USC, Statute 812 (United States Code, Title XXI, Chapter 13) or its implementing regulations, 21 CFR Sections 1308.11 to 1308.15 where the use is neither authorized by law nor a valid prescription, or the misuse of a legal substance under Federal or New Mexico law. Such drugs include, but are not limited to: marijuana, cocaine, opiates, amphetamines, methaqualone,

benzodiazepines, phencyclidine (PCP), methadone, barbiturates, propoxyphene, alcohol and nicotine.

- b. All prescription drugs that were obtained without authorization.
- c. All prescription and over-the-counter drugs that are being used in an abusive manner. Performance-enhancing drugs.
- d. **“Performance Enhancing Drugs”** includes anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed, or other athletic ability. The term “performance-enhancing drug” does not include dietary or nutrition supplements such as vitamins, minerals, and proteins that can be lawfully purchased in over-the-counter transactions.
- e. Alcohol use.
- f. The Superintendent or designee is authorized to amend the foregoing list upon reliable medical or chemical information indicating use of such additional substances is detrimental to the health of minors engaged in athletic programs. Any amendment to this list shall be provided to each student athlete and testing for substances on the amended list may commence after ten (10) days’ notice of the amended list.

III. Testing Procedures:

- a. At the beginning of each sport season, all student athletes/parents will be provided a copy of the PISD Drug and Alcohol Testing Policy and acknowledge its receipt as a condition of any further participation in school activities. Athletic Coordinators will present and review that PISD Drug and Alcohol Testing Policy at the mandatory Parent Meeting at the beginning of each season.
- b. At the beginning of each sports season, all student athletes will be provided a copy of the PISD Drug and Alcohol Testing Policy and acknowledge its receipt as a condition of any further participation in school activities. Students in grades 8-12 who participate in any NMAA sanctioned high school athletic programs within PISD will be subject to random drug testing performed by an independent laboratory contracted by the District. Testing of a student saliva and/or urine sample is the approved test modum. All testing will be conducted by the laboratory according to testing standards established by the state or federal government.
- c. No student shall be allowed to practice or participate in any PISD Athletic Programs until the student has submitted a completed physical form that the student is physically approved for participation in PISD and NMAA sanctioned programs and has returned a PISD Athletic Drug and Alcohol Testing Consent Form which has been signed and dated by the student and the student’s parent/guardian. In doing so, the student is consenting to participation in the random substance testing program. Refusal to cooperate with the requirements of this policy, including failure to provide saliva sample, will be deemed an admission of the use of prohibited substances and voluntary resignation from all athletic participation for one calendar year beginning on the date of the refusal.
- d. Each school Athletic Department shall be responsible for confirming receipt of each physical form and PISD High School Athletic Program Drug and Alcohol Testing Policy Consent Form and for maintaining them in a secure location.

- e. A set number of student athletes in each in-season sport or off-season program will be selected on a random basis. The drug testing company will randomly select the student athletes to be tested.
- f. The dates on which testing will be performed shall be also randomly selected and such dates will not be disclosed prior to testing. No student selected for testing will be given advance notice that he or she will be tested.
- g. A student may be removed from class for testing provided that no timed test or state required assessment test is in progress or that the student is in the process of presenting an oral report. Each student will be given a unique test number sequence and test sample(s) will be coded accordingly. Test samples will be taken in a private location one student at a time. Refusal to provide a sample will be treated as voluntary resignation from all athletic programs in PISD. Such refusal may also be treated as an admission of violation of this Policy for purposes of other student disciplinary policies.
- h. The fact that a student is selected on more than one occasion or on consecutive days for testing shall not be grounds for refusing to be tested.
- i. Immediately after the saliva sample is given, the student may return to class with a pass that is signed, dated and timed by the principal/administrative designee. A student testing positive will remain in the testing area until the student's parents have been contacted as provided in subparagraph k below.
- j. A Refusal to Submit to Random Drug and Alcohol Testing form be filled out and signed by the student, administrator, parent/guardian and a witness. If the student refuses to sign the form, that refusal will be noted on the form by the administrator.
- k. The testing laboratory will contact the Superintendent or designee with the test results. If a test result is positive, the Superintendent or designee will immediately contact the student and student's parents or legal guardians and schedule a conference at which time the student, parents, or legal guardians may explain the positive result. A parent may also request a retest provided the request is made at the time of the initial notification by the District of such positive test result and the parent makes satisfactory arrangements with the testing laboratory for payment of the retest. Any retest will be conducted as soon as possible on the same date as the original test and may be conducted without the presence of the parent. The student will be isolated until a retest is completed. If the original test result is contradicted by the retest, the District will reimburse the parent for the cost of the retest.

IV. Procedures for Positive Tests:

“Positive” when referring to a test administered under this policy means a toxicological test result that demonstrates the presence of prohibited substances, using the standards customarily established by the testing laboratory administering the test.

First Violation

- a. A mandatory conference with the student's parent/legal guardian, coach, and/or other school administrators' will be required.
- b. The student athlete will be suspended from competing in all athletic contests for twenty (20) consecutive activity days beginning the date of verification of the first violation.

- c. The student/parent will sign an acknowledgment of the consequences of a second offense and be required to write a letter to the Athletic Coordinator at his/her school describing how he/she will achieve having a “clean” saliva test result in any future tests.
- d. The student athlete will be required to attend athletic events scheduled at their home school and sit with their team, but not in uniform. The student will not be allowed to attend out-of-town events.
- e. The student shall participate in practices, games or meetings of their sport.
- f. The student will be required to successfully complete the PISD substance abuse contract as a condition of any further participation in school activities. The contract will include the obligation to contact the Taos family based service agencies listed in the Community Resources packet or a health services counseling that is selected by and paid for by the parent. This counseling must include developing strategies to assist improving substance abuse issues. The parents must provide written evidence of completion in the counseling program provider upon return.
- g. During the 20 day suspension a random test or tests may be conducted by PISD. The student athlete will be reinstated in his or her sport as long as the tests are not positive for prohibited substances. A positive test result will be considered a second violation with consequences consistent with PISD Athletics Code of Conduct.

Second Violation

- a. A mandatory conference with the student’s parents/legal guardian, coach, and/or other school administrators will be required.
- b. The student will be suspended from competing in all athletic contests for forty-five (45) consecutive days beginning the date of verification of the second violation.
- c. The student will be required to successfully complete a second PISD substance abuse contract to include a counseling program to obtain additional substance abuse counseling that is selected and paid for by the parent. This counseling must include developing additional or alternative strategies to assist improving substance abuse issues. The parent must provide written evidence of completion of the counseling program by the program provider upon return.
- d. The student will write a 2-page letter addressing the second violation and what next steps will be taken so a third violation does not occur.
- e. The student/parent will sign an acknowledgement of the consequences of a third offense.
- f.** After the 45 days of suspension, the student must complete random tests which must be performed **at the parents/guardians expense. The parent(s)/guardian(s) will be required to reimburse PISD at the time each test is performed.** The student athlete will be reinstated in his or her sport as long as the random tests are not positive. A positive test result will be considered a third violation with consequences consistent with the PISD Athletics Code of Conduct.

Third Violation

- a.** A mandatory conference with the student’s parent/legal guardian, coach, and/or other school administrators will be required.

- b. The student will be suspended from participation from all PISD Athletics and extracurricular activities for the remainder of the current school year.

V. Appeal Process:

A student may appeal a suspension under this policy to the PISD Director of Athletics by submitting a written request within five (5) days of the positive report of drug/alcohol use. The student will remain suspended from their sport pending an appeal. The Director of Athletics shall conduct an investigation to determine whether or not the original finding and suspension of the student athlete were justified.

VI. Voluntary Disclosure:

At the beginning of each sport season, all student athletes will be advised of the PISD Drug and Alcohol Testing Policy and that throughout the year there will be random testing for prohibited substances. They will also be informed they have the opportunity to voluntarily disclose their use of drugs and/or alcohol and should talk with a coach or their school counselor, an athletic trainer, the athletic coordinator or a school administrator.

Students who voluntarily divulge that they have consumed alcohol and/or drugs will be offered assistance. Coaches occupy special roles in the lives of their student athletes and often a student athlete will choose to talk about a personal problem with his/her coach. Our coaches and athletic coordinator want to maintain this position so that student athletes feel free to talk to them. Voluntary disclosure allows a student athlete to voluntarily come forward and ask for help.

If a student athlete does voluntarily disclose their use of drugs and/or alcohol, the coach will schedule a meeting with the appropriate administrative and counseling personnel at their school. At this time, the student athlete will be informed that he/she must take a drug and alcohol test. A student athlete will not be able to participate in any athletic contest(s) until a negative test is produced. The tests will be paid for by PISD.

Note: The voluntary disclosure opportunity will only be allowed one (1) time while the student athlete is enrolled in a PISD school.

A student athlete will not be allowed to make a claim of voluntary disclosure on a day they are randomly chosen to take the alcohol and drug test.

PEÑASCO INDEPENDENT SCHOOL DISTRICT STUDENT DRUG TESTING PROCEDURES

1. The Mid-High School Principal will provide a list of student names who are participating in a school sponsored extra-curricular activity to the site based clinic personnel, who will load a computer based program to randomly select a minimum of 25% of students participating in an extra-curricular student

activity which includes both sports and school clubs/organizations sanctioned by the Peñasco Independent School District.

2. Students selected will be called in to a specified site and will be accompanied by a male/female chaperone that has been certified to conduct Drug Screening.
3. A reliable substance abuse screening device will be utilized to collect urine sample which in turn will react to any traces of drugs.
4. Students who are using medically prescribed medication will inform the administration immediately prior to the random testing. A note from the treating physician will be required.
5. Testing results and counseling sessions will be kept confidential.

J4450

Drug Use in School Activities (Random Drug and Alcohol Testing)

JJIE

INTERSCHOLASTIC SPORTS (School Athletic Activities)

General

School athletic activity means a sanctioned middle school, junior or senior high school function that the New Mexico activities association regulates.

The purpose of school athletic activities is both educational and recreational. The school sports program should encourage participation by as many students as possible and should always be conducted with the best interests of the participants as the first consideration. Districts shall provide comparable athletic opportunity in school athletic activities for both sexes. The district has the option of prohibiting participation by both sexes on the same team, where comparable or separate athletic opportunity exists for both sexes.

District participation in school athletic activities shall be subject to approval by the Board. This shall include approval of membership in any leagues, associations, or conferences, and of any new agreements with other schools for a series of games or events.

The following rules shall be observed for participation by individual students:

- For each type of sport in which the student engages, the parents or guardian must give written consent.
- The student must be determined by a physician to be physically fit for the sport.
- Before participation in school athletic activities, a brain injury information form shall be provided to a student athlete and the student athlete's parent or guardian. The school district shall receive signatures on the brain injury information form from the student athlete and the student athlete's parent or guardian before allowing participation in school athletics.
- The student must obtain or have catastrophic health or accident insurance.

The Superintendent shall set up other rules for participation, such as those governing academic standing, in accordance with policies of the District and pertinent regulations and recommendations of the state interscholastic athletic association.

Charter School Student Participation

Charter school students in grades seven (7) through twelve (12) may participate in School District extracurricular activities sanctioned by the New Mexico Activities Association in the School District attendance zone in which the student lives (participating in only one [1] public school program) if they meet eligibility requirements other than enrollment and if the charter school does not offer such activities sanctioned by the New Mexico Activities Association.

Home School Student Participation

Home school students may participate in three (3) School District athletic activity sanctioned by the New Mexico Activities Association in the School District attendance zone in which the student lives if they meet the eligibility requirements other than enrollment in the school.

Health and Safety of Participants

The health and safety of participants in interscholastic athletic activities must receive careful consideration. Participants must be provided access to water at all times during practice sessions, games, or other interscholastic athletic activities.

A coach shall not allow a student athlete to participate in a school athletic activity on the same day a coach, a school official or a student athlete reports, observes or suspects that a student athlete exhibits signs, symptoms or behaviors consistent with a brain injury or has been diagnosed with a brain injury.

A coach may allow a student athlete who has been prohibited from participating in a school athletic activity to participate in a school athletic activity no sooner than one (1) week after the student athlete has received two hundred forty (240) hours from the hour in which the student athlete received a brain injury and only after the student athlete:

- no longer exhibits any sign, symptom or behavior consistent with a brain injury; and
- receives a medical release from a licensed healthcare professional.

Each school athletic activities coach is required to have training on brain injury recognition and follow-up provided by the New Mexico activities association. The Superintendent shall require that regulations for health and safety of participants in school athletic activities be developed, implemented, and enforced. Such regulations may, at the discretion of the Superintendent, be incorporated into this policy as an administrative regulation.

Adopted: date of manual adoption

LEGAL REF.: 22-2-2 NMSA (1978)
 22-8-18 NMSA (1978)
 22-8C-8 NMSA (1978)
 22-8-23.8 NMSA (1978)
 22-13-31 NMSA (1978)
 22-31-1 NMSA et seq. (1978)
 6.13.4.8 NMAC

CROSS REF.: JJJ - Extracurricular Activity Eligibility
 JLCA - Physical Examination of Student

EXHIBIT**EXHIBIT****INTERSCHOLASTIC SPORTS
(Title IX)**

The following is required by 6.13.4.8 of the New Mexico Administrative Code.

- The School District shall designate a Title IX coordinator by name, title, school address and telephone number on the district web site in handbooks and in publications.

Melissa Sandoval

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(575)587-2502

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- Annually, the School District shall inform students of the right to review data gathered under the School Athletic Equity Act NMSA 22-31-1 through 6.
- Annually, the school administration shall submit an assurance of compliance with Title IX to the Board not later than August 31.

Appendix A

Eighth Grade Participation

In order to avoid negative impact on middle school athletic programs, eighth grade athletes may be eligible for participation at the junior varsity/ varsity level only after a minimal number of participants have been established in creating an eighth grade team.

Basketball- 7 players
Volleyball- 7 players
Cross Country-6 runners

A 'Try Out' opportunity will be afforded to interested eighth grade athletes for a determined time, at which time coaches will assess abilities and make a selection(s).

Eighth grade athletes participating at the junior varsity/varsity level at Peñasco High School must meet the following requirements as determined by the Peñasco Athletic Department:

1. Complete necessary paperwork required for participation (ie. Physical, Parent Consent, Athletic Code and Proof of Medical Insurance).
2. Meet academic eligibility (2.0 GPA; no F's for 9 week grading period).
3. Conference with administration, coaches, and parents/guardians to discuss program standards, expectations and New Mexico Activities Association policy in reference to Open Enrollment Choice-policy 6.2.1 A.1.
4. Signed Parent/Guardian Consent (appendices A, C, & G) granting permission for athlete to participate in determined sport and acknowledge forfeiture of Open Enrollment as determined by the New Mexico Activities Association.

Eighth grade athletes who completed a current eighth grade sport may participate at the Junior Varsity/Varsity level if coach requests, ensuring that the athlete does not exceed the 22 sub-varsity or 26 varsity game limitations per NMAA policy. Athletes must complete necessary requirements for participation as stated above.

I/We the parents/guardians of _____ understand all requirements and policies set forth by the Peñasco Athletic Program and the New Mexico Activities Association and grant permission for participation.

Parent/Guardian signature _____ Date _____

I _____ administrator or athletic director at Peñasco High School have conference with the above parent/guardian and discussed requirements of participation and forfeiture of Open Enrollment Choice as determined by the NMAA.

Administrator or Athletic Director signature _____ Date _____

I _____ JV/Varsity coach at Peñasco High School have conference with the above parent/guardian and discussed requirements of participation and forfeiture of Open Enrollment Choice as determined by the NMAA.

JV/Varsity Coach signature _____ Date _____

Appendix B

Sixth Grade Participation

In order to avoid negative impact on elementary school athletic programs, sixth grade athletes may be eligible for participation at the middle school level only after a minimal number of participants have been established in creating a sixth grade team.

Basketball- 8 players

A 'Try Out' opportunity will be afforded to interested sixth grade athletes for a determined time, at which time coaches will assess abilities and make a selection(s).

Sixth grade athletes participating at the middle school level at Peñasco Middle School must meet the following requirements as determined by the Peñasco Athletic Department:

1. Complete necessary paperwork required for participation (ie. Physical, Parent Consent, Athletic Code and Proof of Medical Insurance).
2. Meet academic eligibility (2.0 GPA; with no F's for 9 week grading period).
3. Conference with administration, coaches, and parents/guardians to discuss program standards, expectations and New Mexico Activities Association (NMAA) policies.
4. Signed Parent/Guardian Consent (appendices B, C, & G) granting permission for athlete to participate in determined sport.

Sixth grade athletes who completed a current sixth grade sport may participate at the middle school level if coach requests given that the athlete has not exceeded the 18 game limitation as determined by NMAA policy. Athletes must complete necessary requirements for participation as stated above.

I/We the parents/guardians of _____ understand all requirements and policies set forth by the Peñasco Athletic Program and the New Mexico Activities Association and give permission for participation.

Parent/Guardian signature _____ Date _____

I _____ administrator or athletic director at Peñasco Middle School have conference with the above parent/guardian and discussed requirements of participation and policy determined by the NMAA.

Administrator or Athletic Director signature _____ Date _____

I _____ Middle School coach at Peñasco High School have conference with the above parent/guardian and discussed requirements of participation and policy determined by the NMAA.

Middle School Coach signature _____ Date _____

Appendix C

Peñasco Athletic Department Parents/Guardian and Student-Athlete Consent

Please read the following statements concerning the participation of your child/ward in interscholastic athletics. Respond below with your signature.

PARENTAL CONSENT

I hereby give my consent for _____ to participate in interscholastic athletics at the Peñasco Independent School District and authorize the Peñasco Independent School District to provide the information on the form to the New Mexico Activities Association. The financial responsibilities for securing care of athletic injuries are a matter between the parent/guardian and physician or dentist of the parent's or guardian's selection. The Peñasco Independent School District may NOT pay doctor's dentists or hospitals for treatment of any child.

INSURANCE

We have applied for student accident insurance through the Peñasco Independent School District.

YES _____ NO _____ or have accident insurance with _____.
(Name of company)

MEDICAL HISTORY

I hereby state that I have reviewed the medical history of my child and find the answers to the questions on the physical form correct and the best to my knowledge.

AUTHORIZATION FOR MEDICAL SERVICES

I/We request that I/We be contacted within a reasonable time in the event of injury requiring medical service. In the event we cannot be reached, I/We parent(s)/guardian(s) designate the Athletic Director, Team Coach, Athletic Trainer, or his/her designee to act in my/our behalf to authorize such hospitalization, medical attention and surgery as may be required in an emergency because of illness or injuries sustained by my/our child/ward while participation in school athletics. In the event we cannot be reached, and the situation calls for medical attention, we recognize and relinquish our responsibility to a practicing physician and/or medical personnel acting in the best interest of my/our child/ward. I/We hereby assume financial responsibility for hospitalization, medical attention and surgery provided.

FAMILY PHYSICIAN _____ PHONE#: _____
ADDRESS: _____

FAMILY DENTIST: _____ PHONE#: _____
ADDRESS: _____

HOSPITAL PREFERENCE: _____

PARENT/GUARDIAN TELEPHONE #: H _____ W _____ EMERGENCY _____

SIGNATURE OF RESPONSIBLE PERSON _____

PERSONAL MEDIATION NOTIFICATION

For my own protection, I the student-athlete will inform the athletic trainer and/or medical doctors if I am taking any medication or using any ointment, liniments, balms or have a metal implant in my body BEFORE receiving therapy or treatment of any kind in the training room. Any combination of the above and deep heat therapy could cause serious complications. We parent(s)/guardian(s) and student-athlete have read and understand the preceding statements and agree to their content.

We parent(s)/guardian(s) and student-athlete are aware that preparation for and participation in interscholastic athletics involves many risks of serious and permanent injury to student-athletes. We understand and acknowledge the danger of these severe injuries as inherent in physical activity which may involve vigorous physical contact.

We parent(s)/guardian(s) and student-athlete have completely read, fully understand and voluntarily accept and agree to all the above terms and conditions.

Home Phone _____	Business Phone _____	Cell Phone _____
Father's Signature _____	Mother's Signature _____	Date _____
Student-Athlete Signature _____	Date _____	

THIS FORM MUST BE IN THE POSSESSION OF THE COACH ON ALL OUT OF TOWN TRIPS.

Approved by: _____ Date: _____

Appendix D

DRUG USE IN SCHOOL ACTIVITIES (Random Drug and Alcohol Testing) CONSENT FORM

I acknowledge that I have received and have read a copy of the District's Random Drug and Alcohol Testing policy and regulations.

I request that _____ be allowed to participate in the school-sponsored extracurricular activity subject to the District's Random Drug and Alcohol Testing policy and regulations. I agree that the above-mentioned student be subject to the District's Random Drug and Alcohol Testing program for the duration of the activity.

I accept the methods of the collection process, testing procedures, and sample analysis, and all other aspects of the District's Random Drug and Alcohol Testing program. I agree that to remain eligible to participate in a school-sponsored extracurricular activity the above-named student is subject to retesting during the duration of the activity.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all state and federal privacy statutes, and is a waiver of rights to nondisclosure of such test records and results only to the extent of the disclosures in the program.

The parent must sign this request if the student is under eighteen (18) years of age. Only the student need sign if eighteen (18) years of age or over.

Parent/Guardian Signature

Date

Student Signature

Date

I have decided not to allow, _____, to participate in any school-sponsored extracurricular activity sponsored by the District for the remainder of this school year.

I understand that participation in the school-sponsored extracurricular activity at a later date will require submission to the District's Random Drug and Alcohol Testing policy and regulations.

The parent must sign this request if the student is under eighteen (18) years of age. Only the student need sign if eighteen (18) years of age or over.

Parent/Guardian Signature

Date

Student Signature

Date

Appendix E

What Is A Concussion?

A concussion is an injury that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goal-post.

WHAT ARE THE SIGNS OF SYMPTOMS OF A CONCUSSION?

<u>Observed by the Athletes</u>	<u>Observed by the Parent/Guardian</u>
Headache or “pressure” in head	Is confused about assignment or position
Nausea or vomiting	Forgets instructions
Balance problems or dizziness	Is unsure of game, score, or opponent
Double or blurry vision	Moves clumsily
Bothered by light	Answers questions slowly
Bothered by noise	Loses consciousness (even briefly)
Feeling sluggish, hazy, foggy, or groggy	Shows behavior or personality changes
Difficulty paying attention	Can’t recall events after hit or fall
Memory problems	Appears dazed or stunned
Confusion	
Does not “feel right”	

WHAT TO DO IF SIGNS/SYMPTOMS OF A CONCUSSION ARE PRESENT

<u>Athlete</u>	<u>Parent/Guardian</u>
TELL YOUR COACH IMMEDIATELY	Seek Medical Attention
Inform Parents	Keep Your Child Out of Play
Seek Medical Attention	Discuss Plan to Return with the Coach
Give Yourself Time to Recover	

RETURN TO PLAY GUIDELINES UNDER THE SB137

1. Remove immediately from activity when signs/symptoms are present.
2. Must not return to full activity prior to a minimum of ten days and release of medical professional.
3. Follow school district’s return to play guidelines.
4. Coaches continue to monitor for signs/symptoms once athletes return to activity.

SIGNATURES

By signing below, I acknowledge that I have received and reviewed the attached *NMAA’s Concussion in Sports Fact Sheet for Athletes and Parents*. I also acknowledge and I understand the risks of brain injuries associated with participation in school athletic activity, and I am aware of the State of New Mexico’s Senate Bill 1; Concussion Law.

Athlete’s Signature

Print Name

Date

Parent/Guardian’s Signature

Print Name

Date

Appendix F

Peñasco Independent Schools Athletic and Activity Code of Conduct Signature Page

We have read and understand the rules and regulations related to the Peñasco Independent School District Athletic/Activity Department Code of Conduct. We will always pursue victory with honor. We acknowledge that a participant may be disciplined or removed from a team if any of the provisions are violated.

Participant Signature

Date

Parent Signature

Date

Coach/Advisor Signature

Date