

Junior High Extra-Curricular Activity Code

Before an athlete can practice we need the following:

- Signature Page
 - Athletic Code
 - Concussion Management
 - Bus Riding Contract
 - Athletic Insurance
 - Interim Questionnaire signed and Personal History Form Completed
- Physical – All 7th graders and first-time athletes
- \$30 Activity Fee

CONFLICT RESOLUTION

Participating in athletics can be an emotional and time consuming experience. From time to time, conflicts between student athletes and coaches may arise. The following process is in place for student athletes and their parents to follow to resolve conflicts and/or issues between coaches and athletes.

Step 1: Individual Student - Coach Contact

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

Step 2: Parent/Student - Coach Contact

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

Meetings will not be scheduled:

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

Step 3: Parent/Student - Athletic Director contact

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

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

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

If after Step 3, satisfactory resolution has not been reached, the parent and student athlete should contact the building principal, unless they are the current athletic director, in which case contact the superintendent to schedule a meeting with all concerned parties.

Step 5: Parent/Student Athlete – Board of Trustees

If there is no resolution at Step 4, the parent/student athlete must ask to be put on the board agenda to address the Board of Trustees in executive session in an effort to resolve the issues

Prairie Jr./Sr. High School Extra-Curricular Activity Code

PHILOSOPHY AND OBJECTIVES

Extra-curricular programs are an integral part of the educational programs offered by Prairie Jr/Sr High School. Because extra-curricular activities provide an educational opportunity in the total education of students and may provide motivational links to school success, activity students and coaches/advisors will strive to meet the following, but not limited to, objectives:

- Practice good sportsmanship and citizenship through competition
- Develop a high degree of individual and team skills
- Practice good health and safety habits
- Practice physical, intellectual, and artistic development
- Represent the team, the school, and the community in a positive manner
- Instill and promote a strong feeling of responsibility and loyalty to others
- Develop self-discipline
- Show courtesy and respect

School authorities strive to maintain a healthy atmosphere in all activities and model the above objectives to activity participants.

DEFINITION

Extra-curricular activities are those which are an extension of the school day. Participation in these activities is not a property right but is a PRIVILEGE. Extra-curricular activities may include, but are not limited to, student body officers, athletics, cheerleading, knowledge bowl, TSA, BPA, and any sport/organization under the auspices of Prairie Jr/Sr High School or Cottonwood School District #242 when course credit is not involved.

POLICY

Prairie Junior/Senior High School student athletes will abide by all school rules according to the PJSHS Handbook. Prairie Jr/Sr High School will not condone the illegal possession and/or use of tobacco, alcohol or other drugs by any activity student in an extra-curricular activity. Should any member of the school's administration, faculty, or coaching staff witness or have reasonable suspicion or have evidence of an activity student making use of, being in possession of, or being under the influence of any of the following listed substances or acts, that activity student will be informed of the nature of the infraction and potential penalties. Reasonable steps will be taken to notify the activity student's parents or guardian. The activity student will be given an opportunity to admit or deny that an infraction of this policy has occurred. An appeal process will be conducted when requested. Suspension from participation will be in effect during any appeal process. This policy is in effect from the first day of the fall activity practices and ends after arriving home from the last event in the spring. Students are responsible to abide by the provisions of this policy from the first practice date, as established by the IHSA or by the advisor if the activity is not governed by the IHSA, to the end of the activity/event. Seasons and activities may overlap. Activity students on a prescribed drug or medication should have their parent/guardian notify the coach/advisor in writing for the safety of the activity student. Penalties will be assessed according to the following procedure:

First possession of or use of tobacco, alcohol, or other drugs;

The activity student will be removed from competition/performance for fourteen (14) calendar days and must sit out a minimum of two (2) competitions/performances. The activity student will be directed to meet with the school counselor to receive information on substance abuse. Activity students are to attend all practices during the fourteen-day penalty and are to attend all regular season home competition/performances, but must not participate in them. Traveling with the team for competition outside of regular school time will be left to the discretion of the coach/advisor. Suspended activity students are not allowed to miss school time to travel to away competitions/performances. The level and intensity of practices rests with the coach/advisor of each activity. The

activity student may also quit the activity in which he/she is participating realizing that the penalties will be applied to the next activity in which he/she participates.

Second possession of or use of tobacco, alcohol or other drugs;

While enrolled at Prairie Jr/Sr High School; the activity student will be suspended from participation in activities for the next forty-five (45) calendar days during a school year. The building administrator will begin the forty-five day count as soon as he/she is notified that an infraction has occurred. School holidays and breaks will be included as part of the forty-five days. Consequences may overlap from one school year to the next. Summer vacation days do not count as penalty days for the second infraction.

Third possession of or use of tobacco, alcohol or other drugs;

While enrolled at Prairie Jr/Sr High School: the activity student will be suspended from participation in activities for the next twelve calendar months. The building administrator will begin the twelve-month count as soon as he/she is notified of the infraction. Summer vacation days count as penalty days for the third infraction.

Fourth possession of or use of tobacco, alcohol or other drugs;

Activity students with a fourth infraction while enrolled at Prairie Jr/Sr High School will be suspended from all activities pending a school board due process hearing scheduled by the superintendent at the parents request or at the next available scheduled board meeting. The activity student may then be suspended from participation in activities for the remainder of his/her high school career.

OTHER

- In addition to the penalties specified, it shall be within the discretion of the principal, athletic director, and coaches/advisors to determine whether or not a participant will be eligible for continued participation, awards or honors after a conduct that tends to bring discredit to the activity student's high school, or is a violation of a stated school/coach policy or procedure that has been approved by the superintendent, principal and athletic director.
- The activity student may also quit the activity in which he/she is participating realizing that any penalties may be applied to the next activity in which he/she chooses to participate.
- A student must complete the sports season to be eligible for a letter award.
- Written permission from a doctor and from a parent/guardian will be required of pregnant or physically impaired activity students.
- Students must have their activity fee paid to be eligible to participate in the activity program.
- Consequences may overlap from one school year to the next. Summer vacation days do not count as penalty days in the case of the first and second infractions.

Transportation

- Students must ride the school bus to and from all out of town activities in which they participate.
 - Any other transportation other than parents need to be in writing and approved at least 1 day in advance by both the administration and coaches.
- On occasion, a student may wish to return with his/her parent or guardians, although this is not recommended. PARENTS OR LEGAL GUARDIANS may transport their OWN children home.

Attendance

- **Students must attend all classes the day of a contest and the day following the contest unless he/she has a medical note excusing them from school or a pre-arranged absence arranged and approved by the principal at least 24 hours in advance.**
- **Missing school without permission or an excused absence will result in suspension from the following contest.**
- **Missing a practice or unexcused absence from a practice could result in a suspension from playing in the next contest or quarters in the next contests at the coach's discretion.**

To participate in athletics, you must meet certain academic eligibility requirements established by the Idaho High School Activities Association and Prairie Jr/Sr High School as follows:

PHYSICALS

Prior to the first day of practice all 7th, 9th and 11th graders as well as first time sports participants must have passed a physical examination by a licensed physician, and have the doctor fill out and sign the physical form provided by the school. This form is to be turned in to either your coach or the office.

An interim questionnaire for students in grades 10 and 12 will be filled out and signed by parents and then returned to the school office. The purpose of said questionnaire is to provide parent verification that their children are in good health in lieu of a physical examination.

ACADEMIC ELIGIBILITY

To be academically eligible for interscholastic activities, a student must be enrolled full-time and have received passing grades and earn credits in at least five (5) full-credit subjects, or the equivalency, in the previous semester or grading period for which credit is granted

Or, a student may be a recognized dual enrolled student having achieved a minimum proficient test score on the ISAT (Idaho State Achievement Test)

Or, a student may be a transfer student declared eligible by the IHSAA and meet all non-academic criteria as dictated by the IHSAA outlines in their Rules and Regulations.

The Cottonwood School District # 242 additionally requires:

- That all students who participate in interscholastic activities or junior high athletics be receiving passing grades in all classes in which they are currently enrolled. If a student becomes ineligible due to this policy they shall not participate in any contest or events until they are once again passing all subjects.
- Students who are ineligible to participate in games or contests will still be allowed/required to attend practices and games.

GRADE CHECKS: NO FAIL RULE

A student must be passing in all classes to be eligible to compete in any sanctioned contest. Every three weeks throughout the semester, all participating student/athletes in grades seven-twelve will have their grades reviewed in all of their classes. Grade checks will take place every third Thursday during the grading period. Ineligibility begins the following Monday until a student resumes a passing grade in all classes. Eligibility will be reinstated immediately when the instructor informs the building principal the student has a passing grade. If a student is ineligible at the end of a semester they are ineligible for competition until the next grade check which occurs 3 weeks into the new semester. The school administration, the school board or the IHSAA Board of Directors has the authority to waive their respective eligibility rules when in the opinion of the administration or the governing board the rule fails to accomplish the purpose for which it is intended.

APPEALS

An appeals procedure is available for student athletes to follow, if the student feels he/she is being discriminated against or treated unfairly. Any student wishing to appeal his/her case may request a hearing through the principal or superintendent.

Adoption Date May 21, 2012

(See Signature Page)

CONCUSSION MANAGEMENT PLAN

A Traumatic brain injury (TBI) is defined as any traumatic injury to the brain, also called intracranial injury, or simply head injury and occurs when physical trauma causes brain damage. The parts of the brain that can be damaged include the cerebral hemispheres, cerebellum, and brain stem. TBI is usually classified as mild, moderate, or severe, depending on the extent of loss of consciousness, posttraumatic amnesia, and Glasgow coma scale following the injury. The severity of the deficits caused by a TBI is related to its classification but not necessarily determined by it. Severe TBI sometimes produces less impairment than mild or moderate TBI. TBI can cause a host of physical, cognitive, emotional, and social effects. Outcome can be anything from complete recovery to permanent disability or death.

ON FIELD ASSESSMENT:

Athletes suspected of a concussion will be assessed on field using the following tools:

- Standardized Assessment of Concussions (SAC) test
- Head Injury Scale – Sideline (HIS-S): Symptom Checklist
- Cardiovascular Stimulus Test

Recommendations for Return to Play:

- If the athlete has a normal SAC score and is asymptomatic including under cardiovascular stimulus, then the student athlete may be allowed to continue with participation.
- If the athlete is symptomatic including under cardiovascular stimulus, he/she should NOT return to participation until cleared through the procedures described on the next page.

POST-CONCUSSION FOLLOW-UP:

1) The student -athlete will report to the athletic trainer or coach DAILY where they will be assessed using the Head Injury Scale – Resolution (HIS-R): Symptom Checklist.

Recommendations for Return to Play:

If he/she is still symptomatic (less than baseline score or HIS-R) the following conditions will be observed for that day:

- NO physical activity
- Stay out of bright and noisy areas
- Get plenty of rest

If he/she is asymptomatic (equal to or better than baseline score for HIS-R) for 2 consecutive days then they will proceed to the next assessment tool.

- The student-athlete's teachers and the school nurse will also be advised of the injury so they can monitor the athlete's condition during the school day. Any significant changes in mood, behavior, and/or academic performance will be immediately reported to the athletic trainer and parents.

2) The student-athlete will complete the Standardized Assessment of Concussion (SAC) Test.

Recommendations for Return to Play:

- If he/she is more than 2 deviations from their baseline score the athlete will be allowed to attend practices, but not participate in any physical activity.
- If he/she is within 2 deviations from their baseline score then proceed to the next assessment.

3) The student-athlete will complete a Cardiovascular Stimulus Test administered by the athletic trainer or coach.

Recommendations for Return to Play:

- If he/she has a recurrence of symptoms (determine by administration of the HIS-R post-test), they will return to the first step of post-concussion follow-up.

- If he/she is asymptomatic (equal to or better than baseline score for HIS-R) then proceed to the next assessment.

4) The student-athlete will complete an ImPACT™ neurocognitive assessment administered by the athletic trainer or coach.

Recommendations for Return to Play:

- If he/she has a neurocognitive deficit as identified by the athletic trainer, the student-athlete must wait for a period of time to be determined by the medical staff (athletic trainer and/or physician) before being allowed to retest with ImPACT™.
- If he/she is within normal limits as identified by the Athletic Trainer, they will proceed to a Graduated Return-to-Play.

NOTE: In the event that an athlete does not have baseline scores prior to sustaining a concussion, the following procedure will be implemented for post-concussion follow-up. The athlete must be asymptomatic for three (3) consecutive days, complete a cardiovascular stimulus test, and finally complete the Graduated Return-to-Play.

GRADUATED RETURN-TO-PLAY:

Stage 1 – Light Aerobic Activity for 10 – 15 minuteslight jogging, stationary bike, elliptical machine

Stage 2 – Sport Specific Exercise for 20 – 30 minutes . . .running drills with NO contact or weight lifting

Stage 3 – Non-Contact Drillsbegin complex drills & weight lifting

Stage 4 – Full-Contact Practiceparticipate in normal training activities; full exertion; limit repetitions

Stage 5 – Return-to-Playno restrictions

SUBSEQUENT TBI INCIDENTS:

If an athlete suffers more than one concussive episode, this protocol changes depending on the amount of time that has elapsed between episodes. The decision will be made by the athletic trainer, family physician, and parents as to the potential return of the athlete to normal participation. As a general rule, if the athlete suffers three concussions within the same season, termination of participation for the remainder of that season is seriously considered. Athletes will be encouraged to seek the professional advice of their primary care physician. Of course, the same subjective and objective data discussed in this document will be utilized in making this decision. The protocol may also be supplemented by extensive imaging of the athlete’s brain and a thorough examination by the primary care physician, preferably a sports medicine specialist.

Things to remember:

- Location of impact does not determine severity of injury.
- Whether or not there is a loss of consciousness does not determine severity of injury.
- ImPACT™ is a tool designed to provide a baseline data point for comparison in the event of a traumatic brain injury (TBI). They are not stand alone assessments.
- Recovery in pediatric athletes (18 years of age or younger) may take longer than in older athletes.
- Damage to the maturing brain of a young athlete can be catastrophic (i.e. almost ALL reported cases of second-impact syndrome are in young athletes).
- Return-To-Play (RTP) guidelines for young athletes are now stricter than those used to manage concussion in the more mature athlete.

Adoption Date: July 21, 2014

STUDENT/PARENT BUS RIDING CONTRACT DURING SCHOOL ACTIVITIES

The bus driver on the bus is responsible for discipline as is any coach/advisor/chaperone. Students riding school buses during school activities shall follow the rules stated below:

Students shall:

1. WAIT IN A SAFE PLACE AWAY FROM TRAFFIC AND AWAY FROM WHERE THE BUS STOPS.
2. WAIT IN AN ORDERLY LINE ---NO HORSEPLAY.
3. GO DIRECTLY TO YOUR SEAT WHEN ENTERING THE BUS.
4. REMAIN SEATED AT ALL TIMES WHILE THE BUS IS IN MOTION.
5. DO NOT PLACE BAND INSTRUMENTS AND OTHER OBJECTS IN THE AISLE OR IN FRONT OF THE EMERGENCY DOOR.
6. OBSERVE CLASSROOM CONDUCT AND OBEY THE DRIVER PROMPTLY.
7. KEEP ARMS, HANDS, AND HEAD INSIDE THE BUS AT ALL TIMES.
8. DO NOT THROW ANY OBJECT OUT OF THE BUS AT ANY TIME.
9. NO PROFANE LANGUAGE, TOBACCO, ALCOHOL, OR DRUGS.
10. NO HAZARDOUS MATERIALS OR CHEMICALS---NO KNIVES OR WEAPONS.
11. RESPECT THE RIGHTS AND SAFETY OF OTHERS---DO NOT DISTRACT THE DRIVER.
12. BOARD AND LEAVE THE BUS ONLY AT YOUR ASSIGNED STOP.
13. AFTER LEAVING THE BUS, MOVE AWAY AND STAY WHERE THE DRIVER CAN SEE YOU.
14. WHEN BOARDING OR LEAVING THE BUS, CROSS THE ROAD IN FRONT OF THE BUS ONLY AFTER THE DRIVER MOTIONS YOU TO CROSS.
15. BE ON TIME FOR THE BUS---RESPECT OTHERS.
16. THE BUS DRIVER MAY ASSIGN SEATS TO PREVENT UNRULY BEHAVIOR.
17. IF BOYS AND GIRLS ARE TRANSPORTED TOGETHER, ONE SIDE OF THE BUS WILL BE FOR THE BOYS AND THE OTHER SIDE WILL BE FOR THE GIRLS.
18. NO EATING ON THE BUS-UNLESS THE BUS DRIVER AND COACH ALLOWS IT! IF SO IT IS THE ATHLETES RESPONSIBILITY TO CLEAN EVERYTHING OFF THE BUS.

Incident Reports

The bus driver will discuss the incident with the student(s) and coach/advisor/chaperone. All students involved may be included in the discussion. The driver will send the incident report to the office. The bus driver and student(s) may come into the office and discuss the ticket with the administration, coach/advisor/chaperone, and bus supervisor. The bus supervisor will contact their parent/guardian to discuss the bus incident report and behaviors that occurred. The incident report is to be signed by the parent/guardian and returned to the school the following day. Any consequences for breaking any of these rules will be decided by the bus supervisor, coach/advisor/chaperone, and principal.

(See Signature Page)

ATHLETIC INSURANCE

The Idaho High School Activities Association (I.H.S.A.A.) does not require, nor does the Cottonwood School District provide medical insurance while a student is participating as an athlete or cheerleader in the Cottonwood School District.

The Cottonwood School District, through the I.H.S.A.A., does provide "Catastrophic Insurance" coverage for all students participating in I.H.S.A.A. activities. This coverage takes effect if medical expenses exceed \$25,000.

The Cottonwood School District does require that all students participating in activities be covered by a medical insurance plan. Many students are covered by their parents' existing medical program. If the student is not covered by such a program, coverage can be obtained through private insurance companies.

In order for the Cottonwood School District to have accurate files regarding the insurance coverage of activities participants, please complete and return this form to the coach or high school principal.

I hereby certify that I am aware that the Cottonwood School District does not carry medical insurance on activities participants. I hereby agree to hold the Cottonwood School District harmless for any medical expenses incurred as a result of participation in such activities. In addition, I authorize the District-appointed supervisor to initiate medical attention for my child when the supervisor deems it necessary.

(See Signature Page)