



# WOOD RIVER-HARTFORD ELEMENTARY SCHOOL DISTRICT #15

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**Patrick Anderson**  
*Superintendent*

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*Principal*

## LEWIS AND CLARK JUNIOR HIGH PATRIOT STUDENT ATHLETIC & ACADEMIC ACTIVITIES GUIDELINES

### INTRODUCTION

It is the belief of the Wood River – Hartford Board of Education, administration, faculty, staff, and coaches/advisors, that participation in extracurricular academic and athletic activities is a privilege and not an absolute right of students attending Lewis and Clark Junior High. We feel that with this privilege goes certain responsibilities; responsibilities that are associated with being a positive representative and good role model at all times, maintaining high moral standards, and making good decisions. Our expectation is that if a child is involved in an academic or athletic activity he/she must be able to participate in all scheduled meetings, practices, games or competitions.

### POLICY GUIDELINES

This policy covers, but is not limited to the following extracurricular academic and athletic activities offered at Lewis and Clark Junior High:

#### ATHLETIC ACTIVITIES

Boys 7<sup>th</sup> – 8<sup>th</sup> Grade Basketball  
Girls 7<sup>th</sup> – 8<sup>th</sup> Grade Basketball  
Cheerleading  
Boys/Girls 6<sup>th</sup> – 8<sup>th</sup> Grade Track  
Girls 7<sup>th</sup> – 8<sup>th</sup> Grade Volleyball  
Co-Ed Wrestling  
Co-Ed Cross Country

#### EXTRA-CURRICULAR ACTIVITIES

Chess Club  
Chorus  
Newspaper  
Photography  
Student Council  
Yearbook  
Girls on the Go

#### CO-CURRICULAR ACTIVITIES

Band  
Junior Olympiad  
Math Counts  
National Junior Honor Society

Intramural Flag Football  
6<sup>th</sup> Boys/Girls Basketball  
6<sup>th</sup> Girls Volleyball

\*6<sup>th</sup> Grade Boys/Girls Basketball, Intramural Flag Football and 6<sup>th</sup> grade girls volleyball DO NOT fall under eligibility rules but DO follow policy guidelines for athletic and academic activities.

### DEFINITIONS OF ACTIVITIES

**Athletic:** refers to activities specifically related to our athletic program. Academic standards must be met to participate, and LCJH/IESA standards for academic eligibility.

**Extracurricular:** are activities that may have academic merit but are not necessarily extensions of the curriculum or specific courses. In some cases, the activity centers on selection or election by fellow students. Academic standards must be met to participate, and LCJH/IESA standards for academic eligibility.

**Co-curricular:** are activities that are viewed as extensions of the curriculum and/or specific courses. In the case of at least one (band) participation is a requirement of the course resulting in grade calculation.

### CONFERENCE AFFILIATION

Lewis & Clark Junior High is a member of the Madison County Conference and the Illinois Elementary School Association (IESA). Eligibility of student athletes is governed by the rules and regulations of the IESA, Madison County Conference, the Board of Education, the Administration, the Athletic Director and the various coaches of the various sports/activities offered by Wood River-Hartford School District #15.

**Duane Amistadi**  
*Building & Grounds*  
*Supervisor*

**Michelle Billingsley**  
*Business*  
*Manager*

**Chris Edwards**  
*Technology*  
*Coordinator*

**Shannon Shepard**  
*Special Education*  
*Coordinator*

**Amy Cook**  
*Food Service*  
*Director*

## **REQUIREMENTS FOR PARTICIPATION**

An athlete must have the following current documents on file at the school office/athletic director's office wherein the athlete is in attendance before the athlete's first participation in any activity including tryouts.

1. A current physical examination report completed by a physician licensed in Illinois to practice medicine in all its branches which finds the athlete is physically able to participate; and
2. Proof the athlete is covered by medical insurance and a copy of insurance card on file; and
3. A signed copy of the athletic/academic guidelines signed by the athlete and parent(s)/guardian(s), understand the terms of the guidelines and agree to abide by its terms and conditions; and
4. A signed copy of the IESA Concussion Form.

## **ABSENCE FROM SCHOOL ON DAY OF ACTIVITY**

An athlete who is absent from school on the day of an activity shall be ineligible for any activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the principal: 1) for a medical absence pre-arranged with the coach or 2) for a death in the athlete's family. An athlete who has one or more truanancies, who has been suspended from school and unexcused absences may be suspended from participation in athletic activities by the administration. An athlete who is absent from school on Friday before a Saturday event may be withheld from Saturday activities at the discretion of the coach or at the discretion of the administration. Students must be in attendance for at least one half-day in order to participate in an extracurricular event scheduled for that day or the following day if the following day is on a weekend. A half day constitutes attending four hours (periods) of class on the day of the event.

## **SPORTSMANSHIP**

Wood River – Hartford School District 15 defines sportsmanship as fair play, respect for opponents, officials and fans, and gracious behavior in winning or losing. Our athletes are held to certain standards and our expectation is that spectators are held to the same standards. If a spectator is ejected from a game involving our student athletes it can cause suspension of the game or forfeiture of the game for our school. If a student athlete is ejected from a game they are subjected to IESA guidelines. If a spectator(s) is ejected from a game they will be asked to leave the facility. Depending on the nature of the ejection, the spectator(s) will receive, at the minimum, a two game suspension for the next two games with the possibility of suspension for the entire year. Coaches shall personally exhibit and shall require of their athletes good sportsmanship and shall conduct themselves according to the standards established in their respective job descriptions. Coaches shall establish rules of deportment for their athletes and their teams which encourage good sportsmanship and require appropriate behavior.

## **DRESS AND GROOMING**

Rules regulating the dress or grooming of athletes may be developed by the coach of each respective sport/activity provided, however, that such rules are limited to health or safety regulations.

## **CARE AND MAINTENANCE OF EQUIPMENT/LOCKERS**

Coaches shall be ultimately responsible for the care and maintenance, distribution, collection and inventorying of athletic equipment used in their respective sports. Athletes shall be responsible for the care and maintenance of all athletic equipment issued to them or use. Lockers are school property and are loaned to students for their temporary use. Lockers are subject to search by school officials at any time. All equipment/uniforms must be turned in at the end of the season. Any lost equipment/uniform must be paid for if lost or damaged. If not paid for if lost or damaged the student may not be allowed to participate in another activity until their obligation is taken care of. No awards will be given to the student until all equipment and uniforms issued to him/her have been returned and accounted for or the athlete/parents have paid a financial obligation for lost or missing equipment or uniforms at present day cost.

## **ELIGIBILITY**

Eligibility shall be governed by the rules of the Madison County Conference, IESA and all applicable school board policies, rules, and regulations. In some cases, Lewis & Clark Jr. High eligibility rules may be more stringent than IESA or conference rules, in which case the Lewis & Clark Jr. High guidelines, rules and regulations, whichever is appropriate, shall apply. To retain athletic eligibility, an athlete/student must have passed all academic course work in the quarter proceeding if there is not enough course work posted by teachers for a full eligibility check starting a new quarter or grading period. At the beginning of the semester eligibility will not be taken until the third week of the 3<sup>rd</sup> quarter. In order for any student to participate in games, and/or events, he/she must be receiving passing grades in **ALL** subjects. If a failing grade is reported, students may be required to present an assignment sheet to the teacher of the class that he/she is failing and the student may be required to make up this work during practice time if needed. Eligibility will be checked on Monday of each week and students considered ineligible are not able to participate from Monday, 8 am until the following Monday, 8 am. Any ineligible player may not ride the bus to away games. If a student is ineligible for three weeks during the season the student will be dismissed from the team.

## **ATTENDANCE AT PRACTICES, MEETS, GAMES AND ATHLETIC EVENTS/ACTIVITIES**

For the protection of the health and safety of athletes, and to protect the integrity of the team, team members shall be required to attend all regularly scheduled practices, meets, games, contests, matches, meetings and events of the team. Failure to attend by a team member may result in discipline, including suspension or dismissal from the team. Any student missing a practice must present a valid excuse (written or verbal per parent/guardian/teacher) to participate in the next scheduled game or event. Any student receiving a detention/detention(s) MUST serve the detention(s) on the scheduled day **BEFORE** they will be allowed to participate in a game, practice, or scheduled activity. Any student removed from practice by the coach/sponsor, will not be eligible to participate in any practices, games, or events until the student's parent(s) contact the coach/sponsor and a meeting between the two parties is held with the coach and Athletic Director. Student athletes must participate in PE (including dressing out) or they will not be able to participate or practice in after school activities.

## **TEAM MEMBERSHIP**

Coaches at any level may conduct try-outs. Coaches may limit team members based on the following criteria:

1. Availability of personnel in sufficient numbers to ensure adequate supervision and safety of participants
2. Character and personality of the individual
3. Work habits and loyalty to the program(s)
4. Positions needed for the team or activity
5. Final determination on an athletes' team membership will be made by the district athletic director

## **QUITTING**

Participants on athletic teams have a two week tryout period. Tryouts will be the first two weeks of each season. An athlete that continues practicing after the two week period is considered a team member of that sport. As a team member he/she shall be committed to that program for the remainder of the season. Any athlete that quits an athletic team is in violation of the extracurricular attendance policy. Any team member that quits after the first two weeks of participation will not be allowed to work out, practice, or compete with another athletic program until all equipment is turned back, lost equipment is paid for and that current sports season is over. This may include use of the weight room, gymnasium, or other athletic facilities before or after student compulsory attendance times. The action of quitting invalidates any right to post season awards. In special circumstances the need to quit is justified and can be determined appropriate by school administration, therefore nullifying any consequence herein described. Following the two week try-out period, any student who decides to quit an athletic team by giving verbal or written notice to the coach(es) before the season is completed will be prohibited from rejoining the team for the remainder of the season. However, within twenty-four (24) hours after the student notified the coach(es) of his/her decision to quit the team, a student may ask the coach(es) for permission to rejoin the team. In the event a student requests to rejoin the team, the coach(es) will schedule a meeting with the student and parent(s)/guardian(s) and principal/athletic director to discuss the student's proposed return to the team. The principal/athletic director retains sole discretion in deciding whether the student will be permitted to rejoin the team. The principal/athletic director's decision is final.

## TRAVEL

All athletes shall travel to athletic/academic events and return from events with the team on which the athlete/student competes by use of school approved means of transportation. A student may only leave an event if a personal request by a parent/guardian signing out a student with the coach or sponsor. Athletes/students may not leave with friends or other parents/guardians without consent from school administration. While participating in or being transported to a school sponsored activity, the student is considered a representative of Lewis and Clark Junior High and is under the supervision of his/her coach/sponsor. As such, he/she shall conduct himself/herself accordingly upholding the high standards of sportsmanship, fair play, self-discipline, respect and friendly competition. Any behavior that violates this principle is unacceptable and will be dealt with as a violation of established school rules that are outlined in the student handbook. Students must abide by all bus rules set forth by the school, administration and bus driver.

## DRUGS, ALCOHOL AND/OR TOBACCO

Except with respect to prescription drugs used by the person for whom such drugs were prescribed in the manner intended by the prescribing medical doctor. The possession, use, distribution, purchase or sale of any alcoholic beverage, drug, drug paraphernalia, controlled substance, look-a-like, tobacco or ,juuls, e-cigarettes, vaping and products or any other substance which when taken into the human body is intended to alter mood or mental state, including any item or substance which is represented by a student to be, or is believed by a student to be any of the foregoing, regardless of the true nature or appearance of the substance, is prohibited in school buildings, on school buses and on all other school property or school related events at any time. This prohibition shall include all school sponsored or school related activities whether held before or after school evenings or weekends and shall additionally include a prohibition of use by a student athlete in any instance where the school can demonstrate a reasonable connection to the school program or school athletic program. For purposes of these guidelines, students who are under the influence of prohibited substances shall be treated in the same manner as though they had prohibited substances in their possession.

## BANNED SUBSTANCES

A posting of banned drug classes shall be prepared annually by the IHSA Sports Medicine Advisory Committee and approved by the IHSA Board of Directors. It shall be subject to updates at any point during a school term. A complete posting of the current year's banned drug classes list can be accessed at [http://www.ihsa.org/initiatives/sportsMedicine/files/IHSA\\_banned\\_list-2008-09.pdf](http://www.ihsa.org/initiatives/sportsMedicine/files/IHSA_banned_list-2008-09.pdf).

## ATHLETIC DEPARTMENT AND CONDUCT

### **“Athletics is a privilege NOT a right!”**

Behavioral misconduct by student-athletes shall not be tolerated. Behavioral misconduct shall include but shall not be limited to:

- A. Insubordination; or
- B. Any behavior which is negligently or intentionally injurious to a person or property or which places a person or property at risk of injury or damage; or
- C. Hazing or harassment of any kind; or
- D. Use of profanity; or
- E. Violation of the guidelines, training rules/coaching rules, or any other school polices, rules or regulations.
- F. Any parent having any issues with a coach must wait 24 hours before contacting the appropriate school official. The parent must go to the coach first then the athletic director with any issues. Parents are not allowed to approach the coach at practice or after a game with an issue. They need to set up an appointment with the coach and/or athletic director.

★ Students are responsible for knowing and following all rules outlined in the student handbook.

## IMPOSITION OF DISCIPLINE

Coaches and school officials shall impose discipline appropriate to the offenses committed. The discipline imposed for any particular offense shall be at the sole and exclusive discretion of the coaching staff and other school officials and in conjunction with district policies. Application of the consequences involving Code of Conduct violations will be administered in both athletics and for each extra-curricular activity independently and separately unless a student who violates the code is involved in an activity and an interscholastic sport simultaneously. In this case, the consequence for the code infraction will run concurrently. For example, a student has a Code of Conduct violation in November and is involved in Student Council, National Honor Society and runs track. The student will serve the Student Council and National Honor Society suspensions immediately, however will have to wait until the track season to serve his athletic suspension. In situations when a student is involved in an activity and a sport that occur at different times during the school year, the student will serve his/her consequence at the time the respective seasons commence. Once a student has successfully served the consequences in an activity and an interscholastic sport, the discipline for the code infraction will be considered adequately served.

## DISCIPLINARY SUSPENSION OF ATHLETES

The coach/sponsor, upon consultation with and upon approval of school administration, may suspend an athlete/student from athletic/academic participation for violation of the Athletic/Academic Guidelines or other appropriate policies, rules and regulations of the school district. Suspension is defined as removal of the athlete/student from participation in one or more athletic practices, games, meets, or other activities but less than dismissal for the balance of the season. The following procedures shall apply to disciplinary suspensions:

- A. Prior to suspension, the athlete shall be provided an explanation of the charges against him or her. The athlete shall be given an opportunity to present his or her version of the incident to the suspending school official.
- B. Upon written request, the athlete may appeal his or her disciplinary suspension to the Athletic Director and/or administration, who shall have final and binding authority to determine the appropriateness of the suspension. There must be a request within 10 days of incident.
  - Students/athletes during a calendar school year are held accountable for their actions on and off school grounds. This includes:
  - Attending school functions
  - Attending parties where there are illegal activities (alcohol/drugs, etc.)
  - Breaking the law (includes curfew violations, etc.)

If caught and/or convicted and the student /athlete is in an extracurricular activity he/she will miss the following:

1<sup>st</sup> Offense – 1/3 of season. Example: 9 contests – out for 3

2<sup>nd</sup> Offense – 1/2 of season or dismissal from team

3<sup>rd</sup> Offense – Cannot participate in any extracurricular activity for the remainder of the school year

If caught and/or convicted and the student athlete is not in an extracurricular activity, the student athlete will serve punishment for the next extracurricular season he/she participate in. While serving any suspension, students will continue to be considered athletes/students. Violations occurring during suspension will result in separate penalties and will be enforced consecutively. Students may also face disciplinary actions from the administration.

- Any student serving In-School or Out-of-School suspension will not participate in any practices or games during the assigned suspension.
- If a student accumulates more than 10 days of suspension within one year, he/she may be referred to the Administration for possible removal from any/all academic and athletic activities or expulsion from school for the remainder of the school year.
- The athletic director/administration reserves the right to impose special circumstances for students “using another sport to serve his/her punishment” away from his/her primary sport/activities.

## **DISCIPLINARY DISMISSAL OF AN ATHLETE FROM A TEAM**

The coach/sponsor, upon consultation with and upon approval of school administration, may suspend an athlete/student from athletic/academic participation for violation of the Athletic/Academic Guidelines or other appropriate policies, rules and regulations of the school district. Dismissal from a team is defined as removal of the athlete/student from participation in one or more athletic/academic practices, games, meets, contests, and other activities in a sport/activity for the balance of a season. The following procedures shall apply to disciplinary dismissals:

- A. Prior to dismissal, the athlete/student shall be provided an explanation of the charges against him or her. The athlete/student shall be given an opportunity to present his or her version of the incident to the suspending school official.
- B. The parent/guardian of the athlete shall receive written notification by certified mail of the charges against the athlete, which notice shall include notice of the right to request hearing before the Athletic Director and building Principal and a copy of these guidelines within 10 days. An appeal may be filed upon written request by the parent/guardian or student within 10 days whereupon the Athletic Director shall schedule a meeting with the relevant parties and shall thereafter determine the appropriateness of the suspension(s).
- C. In any case of a finding of ineligibility for further competition, the school board shall schedule a review hearing to consider the reinstatement of the athlete at the beginning of each subsequent school year the athlete/student is enrolled in school and otherwise would have remaining athletic/academic eligibility.
- D. An athlete/student may be given a second "chance" or opportunity to earn way back on the team. A new contract will be signed between the coach, athletic director, principal, student and parent. This will only be allowed in certain cases and is at the discretion of the athletic director and principal.

## **WHEN THESE ATHLETIC/ACADEMIC GUIDELINES ARE IN EFFECT**

The rules set forth in this policy are in effect throughout the calendar school year and twenty-four hours a day, whether or not school is in session and including vacation periods, and holidays (as it relates to junior high athletics/activities). This may apply to any sports that begin practice before the school year begins. In both cases, the rules apply on and off campus and whether or not the misconduct occurs at school or a school sponsored activity or in some other locale. The rules apply from the beginning of the athlete's first tryout or practice in the first sport which the athlete attempts until the completion of the athlete's athletic eligibility in all sports/activities.

## **OUTSIDE OF SCHOOL ATHLETIC EVENTS/ACTIVITIES**

Students are allowed to play in other sports but school sports must come first if they wish to participate. The philosophy of the district coaches, staff and administration encourages you to feel free to play an outside of school sport, but if there is a conflict, the school sport comes first.

## **MEDICAL RELEASE TO RETURN TO COMPETITION**

When there is any question of an athlete's medical fitness to practice or compete, coaches or school officials may require the athlete to provide a release to participate, signed by a physician licensed to practice medicine in Illinois, before allowing the athlete to engage in further athletic activity. In each instance when an athlete has been directed by a coach or other school official to seek medical examination or treatment, the athlete shall provide a release to participate, signed by a physician licensed to practice medicine in Illinois, before the athlete is allowed to engage in further athletic activity.

## **CONCUSSIONS AND HEAD INJURIES**

A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game will be removed from participation or competition at that time. A student athlete who has been removed from an interscholastic contest for a possible concussion by any person deemed appropriate under the return-to-play protocol shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the return-to-play and return-to-learn protocols developed by the Concussion Oversight Team. An athletic coach or assistant coach may not authorize a student's return-to-play or return-to-learn.

**FOR MORE INFORMATION GO TO THE ATHLETIC WEBSITE OR IESA.ORG**

<https://www.iesa.org/documents/index.asp?Category=Health>

**LEWIS AND CLARK JUNIOR HIGH  
ATHLETIC & ACADEMIC GUIDELINE AGREEMENT**

**Detach this page, check the appropriate blanks, sign, and return to your coach, sponsor and/or Athletic Director prior to participating in any extracurricular activity as defined on page one.**

Please initial each of the following blanks as evidence you have met the requirements as stated in this Extracurricular Code.

- \_\_\_\_\_ I received a copy of the Wood River-Hartford School District Athletic/Academic Guidelines.
- \_\_\_\_\_ I have read the Extracurricular Code.
- \_\_\_\_\_ I understand these rules apply to my child as a participant in any extracurricular activity as defined.
- \_\_\_\_\_ I acknowledge that even with the best coaching and supervision, injuries are a possibility in any extracurricular activity and I accept the risks of extracurricular participation.
- \_\_\_\_\_ I have supplied a current physical, as described on page 2 "Requirements for Participation", to the Wood River-Hartford School District.
- \_\_\_\_\_ I have supplied a copy of my insurance card with my forms.
- \_\_\_\_\_ I received a copy of the concussion form and signed it.
- \_\_\_\_\_ I have received a copy of the fitness room form and signed it

**ATHLETIC INSURANCE WAIVER**

This is to certify that there is in force a medical and accident insurance policy covering \_\_\_\_\_ and we do not wish to carry medical insurance available at the Junior High School. We understand that the school requires medical/accident insurance for all athletes.

Medical Insurance Company \_\_\_\_\_  
Policy Number \_\_\_\_\_

I certify that the above medical insurance is adequate and will be carried throughout the current school year. THIS WAIVER MUST BE ACCOMPANIED BY A COPY OF THE INSURANCE CARD SHOWING COVERAGE FOR THE ATHLETE, OR MUST BE SIGNED IN FRONT OF THE APPROPRIATE COACH/SPONSOR, SCHOOL SECRETARY, ATHLETIC DIRECTOR, AND/OR ADMINISTRATOR.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Coach/Sponsor, School Secretary, Athletic Director and/or Administrator

\*This is a copy of what is on our athletic website! All forms are signed electronically through our athletic website. All electronic forms must be signed in order for your child to participate in extra-curricular activities!

<http://il.8to18.com/lewisclark>

To register online use the following instructions: Must be done on a computer! Can NOT be done on a phone!

- Go to <https://lewisclark.8to18.com/>
- Click on “Create An Account” and enter your email and create your own password. **(Please be sure to remember this password as you will use this for the years to come for all of your children.).**  
**PARENTS IT IS VERY IMPORTANT THAT YOU ARE THE ONE TO REGISTER THE CHILD. THE SCHOOL WILL BE SENDING COMMUNICATION OUT TO THIS EMAIL.**
- Click on “Begin Registration”
- “Select Activity”
  - Choose the sport your child will be trying for/participating in.
- “Select Participant”
  - Add a New Participant (or choose your child once created)
  - All information on this page is for the student, i.e. cell phone, email
- “Roster Details”
  - You may be asked for t-shirt size, short size
  - Height and Weight will be used for rosters
- “Primary Parent/Guardian Information”
  - Fill out the Parent information on the next page.
- “Physical Form”
  - If you need a form to take to the doctor you may print it here.
  - Remember your athlete must have a current physical in order to begin tryouts/practice.
- “Legal Form”
  - At this time by clicking on the boxes, you are agreeing and consenting to all information provided.
  - You may click on the form to read or print. Please note that when there is a parent/guardian and student check box- they must both be checked to move forward.
  - Please DO NOT turn in any forms filled out.
- “Summary”
  - At this time you can see what you have registered for and may be prompted to pay. You can pay by electronic check or credit card. If your child is trying out for a cut sport and makes the team you will be notified that payment is due with a link to log back in and make a payment.
  - Click on “Finish” to complete your registrations- You will receive an email confirmation from [no-reply@8to18.com](mailto:no-reply@8to18.com). Please check your email for this- and your spam. Add to contacts to insure delivery. You will receive important communications from the Athletic Department and at times 8to18.

You may contact the Athletic Office if you have any questions at 254-4355 x2267



