

**ROXANA COMMUNITY UNIT SCHOOL DISTRICT NO. 1  
EXTRACURRICULAR CODE  
2018-19 SCHOOL YEAR**

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**PURPOSE**

The Board of Education and staff of Roxana Community Unit School District No. 1 have adopted this Extracurricular Code which applies to all students in grades 6-12 who currently are or may, in the future, participate in extracurricular, athletic, IHSA, or IESA sponsored activities. This Code stands in addition to other policies, rules and regulations concerning student conduct and imposes additional requirements on extracurricular participants in addition to school disciplinary procedures.

Participation in athletic and extracurricular activities is a privilege available to qualified students. Those who participate have a responsibility to favorably represent the school and community. Students are expected to conduct themselves both in and out of school in a manner appropriate to their responsibilities as representatives of Roxana Community Unit School District No. 1. Strict adherence to the rules and policies set forth in the Extracurricular Code is a responsibility, which accompanies the privilege of participation. If a student fails to comply with the terms of this Code, the privilege to participate in activities team may be lost in accordance with the terms herein.

**EXTRACURRICULAR PARTICIPANT**

Any boy or girl enrolled in grades 6 through 8 at Roxana Junior High School or grades 9 through 12 at Roxana High School, or who otherwise has authorized administrative permission to participate and who is participating and/or intends to participate in any extracurricular activity, interscholastic sport, or IHSA sponsored activity approved by the Roxana Community Unit School District No. 1.

**EXTRACURRICULAR ACTIVITY**

Activity means any tryout, practice, game, event, camp, contest, competition, tournament, match or recreation connected to the conduct of an extracurricular function, including school sponsored weight training, summer league, camp or open gym. Activities include, but are not limited to, the following:

All athletic activities (including cheer and dance), as well as extracurricular activities and clubs, including, but not limited to Scholar Bowl, IHSA band and choral contests, theatre productions, Homecoming/Prom/TWIRP Courts, Student Council, National Honor Society, Science Olympiad, and WYSE.

High School Extra-Curricular Activities

All High School extra-curricular activities are listed in Section 2:60, Table 2.

Junior High Extra-Curricular Activities

A year round interscholastic athletic program is provided for both boys and girls at Roxana Junior High. The sports open to students are:

BOYS: Football, Basketball, Wrestling, and Track

GIRLS: Volleyball, Basketball, Track, and Cheerleading

Competitive athletics provides students involved the opportunity to learn teamwork, self-discipline, and commitment. Competitive athletics allow students involved an opportunity to develop a positive self-image and an avenue to become involved with school activities outside of the classroom environment. Those students not participating in competitive athletics have the opportunity to become involved through several other school organizations such as Instrumental Band, Peer Helpers, Student Council, etc. It is through all of these organizations and activities that students develop school spirit and pride.

Attempts are made to provide a variety of activities to appeal to different student's needs and interests. Some of the activities available to students are:

**Student Council:** The Student Council is a service organization composed of 6<sup>th</sup>, 7<sup>th</sup>, or 8<sup>th</sup> grade students elected by their classmates. Its purpose is to deal with school problems, provide input into school policy, sponsor service projects of various types, and provide student entertainment through a series of fundraising activities.

**Band:** Any 6<sup>th</sup>, 7<sup>th</sup>, or 8<sup>th</sup> grade student interested in playing an instrument. The band meets and group lessons are scheduled into the school day.

**Chorus:** Any 6<sup>th</sup>, 7<sup>th</sup>, or 8<sup>th</sup> grade student interested in singing. This group meets during the school day.

**Science Olympiad:** Any 7<sup>th</sup> or 8<sup>th</sup> grade student interested in hands on science activities. This is a competitive activity held at SIUE in late February.

**Drama:** Any 6<sup>th</sup>, 7<sup>th</sup>, or 8<sup>th</sup> grade student interested in acting, singing, or stage production.

**PEP Club:** Any 6<sup>th</sup>, 7<sup>th</sup>, or 8<sup>th</sup> grade student interested in promoting school spirit and attending athletic events.

### **TEAM MEMBERSHIP LIMITATIONS**

We believe that every team and organization be composed of as many members as possible and that each member participate to the greatest extent as possible so long as these numbers do not prohibit or impair the intent of the activity and detract from the capabilities of a coach or sponsor to perform his/her duties while providing time for active and contributory participation of team members. In light of these beliefs Roxana Junior High School competitive athletic teams shall, as a goal, be composed of the following numbers:

7<sup>th</sup> and 8<sup>th</sup> Grade Boys Football – no limit; 7<sup>th</sup> Grade Boys Basketball – 15; 8<sup>th</sup> Grade Boys Basketball – 15; 7<sup>th</sup> Grade Girls Basketball – 15; 8<sup>th</sup> Grade Girls Basketball – 15; 7<sup>th</sup> Grade Girls Volleyball – 15; 8<sup>th</sup> Grade Girls Volleyball – 15; 7<sup>th</sup> Grade Girls Cheerleading – 7; 8<sup>th</sup> Grade Girls Cheerleading – 7; 6<sup>th</sup> – 8<sup>th</sup> Grade Girls & Boys Track & Field - no limit; 6<sup>th</sup> – 8<sup>th</sup> Grade Boys Wrestling – limited to a manageable number of participants as dictated by weight class divisions.

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

### **COMMUNICATION**

Parents have a right to be informed about the program their son/daughter is involved in. Parents, coaches, sponsors, and administration should act as a support group for the welfare of the student.

#### **Pre-season Meeting for Athletics**

Coaches/Sponsors shall have a pre-season meeting with parents and athletes. The purpose of the pre-season meeting is to promote cooperation and understanding between the parents, athletes, and coaching staff. It is MANDATORY that a parent or guardian attends the pre-season meeting and HIGHLY RECOMMENDED that the athlete attend. Parental attendance is required so all parties are fully aware of the rules and regulations of extracurricular activity.

#### **Communication from the Coach/Sponsor**

Good communication is essential to the success of a program. Therefore, parents can expect the following communication from the coach/sponsor:

1. Philosophy, goals, and rules of the activity
2. Expectations of participants
3. Location and time of practices
4. Expected financial obligations for fees, fundraising, special equipment, etc.
5. Attendance, discipline, and varsity lettering policies

#### **Communication from the Parent/Guardian/Fan**

Successful relationships are formed between the coach, parent, guardian, and fan by showing:

1. Support and respect for all participants (including all officials and workers)
2. Good sportsmanship at all times
3. Courteous and appropriate communication
4. Notification of scheduled absences is given well in advance of an event

#### **Scheduled Conferences Required**

It is recognized that situations may arise when a parent needs to discuss an issue with the coach. Open communication is encouraged, but this communication should follow guidelines to prevent potential conflict. Appropriate discussions with the

coach/sponsor should include how to help your son/daughter improve through academics, skill and strength development. Parents/guardians should ask how to improve through summer and off-season programs. Behavioral concerns and concerns with your child's social development can be brought to the coach/sponsor's attention. Issues that are not appropriate to discuss include game strategy, play calling, playing time, and other participants in the activity. The following procedure should be followed to help promote a resolution to issues of concern:

1. **Do not** confront the coach/sponsor with a concern immediately before or after an event.
2. Call Stephanie Palmer, Athletic Secretary, at 254-7553 to leave a message for the coach to contact you.
3. Call Chad Ambuehl, District Athletic Director at 254-7553 if the coach does not respond in a reasonable time.
4. If needed, a conference between the parent/guardian, coach, and district athletic director or principal may be scheduled.

#### CONFERENCE, IHSA, IESA AFFILIATION

Roxana High School is a member of the South Central Conference (SCC) and the Illinois High School Association (IHSA). Roxana Junior High School is a member of the Madison County Jr. High Conference (MCC) and the Illinois Elementary School Association (IESA).

#### REQUIREMENTS FOR PARTICIPATION IN ATHLETICS

A student athlete must have the following fully executed documents on file at the school office wherein the athlete is in attendance before the athlete's first participation in any activity:

1. A current physical examination report completed by a physician licensed in Illinois to practice medicine in all its branches which finds the participant is physically able to participate. The physical is current if it is dated within 395 days of the last date of participation in any given activity. The physical must not expire during the dates of participation in that activity.
2. Proof the athlete is covered by medical insurance.
3. A receipt showing the participant and his/her parent(s)/guardian(s) received a copy of the Extracurricular Code, understand the terms of the Code, and agrees to abide by its terms and conditions.
4. A receipt showing the participant and his/her parent(s)/guardian(s) received concussion information each school year.

#### ACADEMIC ELIGIBILITY FOR IHSA/IESA

Eligibility for most athletics is also governed by the rules of the South Central Conference for high school students, the Madison County Conference for junior high students, the Illinois High School Association [or] Illinois Elementary School and if applicable, these rules will apply in addition to this Athletic Code. In a case of a conflict between the conference, IHSA, [or] IESA and this Athletic Code, the most stringent rule will be enforced.

##### High School Athletic Academic Eligibility (9-12)

To retain eligibility, a student must have passed a minimum of 3.5 semester hours of academic course work in the semester preceding his or her eligibility and must have passed 3.5 semester hours of academic course work in the week preceding his or her eligibility.

##### After School Tutoring Policy

1. Tutoring for athletes may be required each week, whenever deemed necessary by the coach.
2. Tutoring will have to be worked out with individual teachers, coaches, and student athletes.
3. If there is a shortened week due to a holiday, weather cancellation, or other unforeseen circumstance, the principal/athletic director/coach may allow for alterations to the tutoring procedures

##### Junior High Athletic Academic Eligibility (6-8)

To retain eligibility, a student must have passed ALL course work in the week preceding his or her eligibility.

Students who fail two or more courses are required to attend summer school. Any student who does not successfully complete summer school will be assigned to the Extended Day Program. Extended Day Program students will not be eligible to participate in athletics until he/she has successfully completed the program. At the conclusion of each quarter, attendance and grades will be evaluated for all students in the program. Students may exit the program if they are passing all of their classes and making reasonable progress. (Please see section on Grading, Retention, Report Cards)

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### **ABSENCE FROM SCHOOL/TRUANCY/SUSPENSION**

An athlete/participant who is absent from school after 12:00 p.m. on the day of an activity is ineligible for any activity on that day unless the absence has been excused and participation in the activity has been approved by the principal or district athletic director. Examples of approved absences may include prearranged medical absence, a death in the student's family, or other approved personal absences. A student who is absent from school on Friday before a Saturday event may be withheld from Saturday activities at the discretion of the coach/sponsor or administration. A student who has one or more truanancies from school may be suspended from participation in athletic and/or extracurricular activities by the administration. A student who is suspended from school will be withheld from participation in that day's activity. A student who serves an In School Suspension (ISS) may be withheld from participation in that day's activity at the discretion of the principal, district athletic director, or coach.

### **ATTENDANCE AT PRACTICES AND EVENTS**

For the protection of the health and safety of students, and to protect the integrity of the team, team members shall be required to attend all regularly scheduled practices, meets, games and events of the team. Failure to attend by a team member may result in discipline, including suspension or dismissal from the team.

### **QUITTING**

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. If a student quits an athletic team, the student will not be allowed to tryout for or participate in another athletic team before the end of the season of the activity the student quit, unless given approval by the principal/athletic director.

### **CONSENT FORM FOR PERFORMANCE ENHANCING SUBSTANCE TESTING BY THE IHSA**

Before participating in interscholastic sports, the student and the student's parent/guardian shall consent, in writing, to random testing in accordance with the IHSA or the District. The student's and parent's signature on this extracurricular code authorizes random performance-enhancing substance testing by the IHSA. Participants that fail to take part in random testing will be considered ineligible to participate in the activity. Selection of athletes to be tested: Students will be selected at random from a list of all those students participating in IHSA-sponsored state series competitions at which drug-testing takes place. The IHSA Board of Directors shall determine on an annual basis those state series competitions that shall be subject to testing for a given school term.

By signing this Extracurricular Code of Conduct, both Roxana High School students and parent(s)/guardian(s) agree to comply with the IHSA drug testing policy.

### **DRESS AND GROOMING**

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

### **USE OF EQUIPMENT/LOCKERS**

Team uniforms and equipment shall be required. Students shall be responsible for the care and maintenance of all equipment issued to them. Each student issued equipment/uniform shall return the equipment/uniform in the condition in which it was received, normal wear and tear excepted, to the coach/sponsor within one week of the completion of the season for which the equipment/uniform was issued, or within one week of the end of the student's participation in the activity for the season, whichever comes first. If a student fails to return equipment/uniform as required, or returns it in damaged condition, the student may be charged for replacement or repair, or otherwise disciplined as appropriate. Lockers are school property and are loaned to students for their temporary use. Lockers are subject to search by school officials at any time.

## DRUGS, ALCOHOL AND/OR TOBACCO

The use by an athletic or extracurricular participant of tobacco, alcohol, drugs, or performance altering substances not prescribed by a physician for medical purposes for the patient who is using them in the manner in which they were prescribed is prohibited at all times. The use of these items by a student who participates in athletic and/or extracurricular activities presents a hazard to the health, safety and welfare of the student, as well as those with whom the student participates or competes. In addition, students are in violation of this Code of Conduct if they are in attendance at a party where under-age consumption of alcoholic beverages and/or illegal drugs is present. Likewise, students will be in violation if they are in a vehicle where alcohol and/or illegal drugs are being transported.

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-alike, tobacco or tobacco product 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. For purposes of this policy, 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.

Any student found to be in violation of this policy shall be subject to discipline in accordance with the school district's extracurricular discipline policies, rules and regulations as provided herein.

The district may elect to work with parents, the student and a mutually agreed upon agency to provide counseling and/or education related to violations of this section. This may or may not impact the length of suspension time required of the students.

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).

## INJURY/ILLNESS/MEDICAL CONDITIONS

The student shall promptly report all injuries and illnesses or medical conditions, regardless of severity, and whether or not caused by athletic competition to the head coach of the sport or sponsor of the activity in which the student is participating.

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

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## 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.

## IMPOSITION OF DISCIPLINE

Coaches/sponsors 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 school officials. Extracurricular discipline is in addition to whatever other discipline may be imposed under the student disciplinary code applicable to all students.

## CODE OF CONDUCT

### Rules in Effect

The following regulations are in effect during all the years a student attends Roxana Junior/Senior High School, including summer vacations. The Code of Conduct applies to student-athletes 24 hours a day, 7 days a week, and 365/366 days a year. Penalties for Level I, II, and III shall be cumulative for each independent level beginning with and throughout the student's participation in extracurricular activities while at RJHS/RHS. The activities governed by these regulations shall include all extra-curricular activities. The following violations and consequences represent guidelines that will be followed. It should be noted that participation in extra-curricular activities is a privilege, and each code of conduct violation will be considered based upon the specific circumstances of the incident. Consequences will be administered accordingly.

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Application of the consequences involving Code of Conduct violations will be administered in both athletics and for each extracurricular activity independently and separately unless a student who violates the code is involved in an activity and 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 plays baseball. The student will serve the Student Council and National Honor Society suspensions immediately, however will have to wait until the baseball 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.

### Sportsmanship/Appropriate Conduct

Coaches/sponsors shall personally exhibit and shall require of their students sportsmanship and appropriate behavior consistent with Board Policy and the Code. Behavioral misconduct by students shall not be tolerated. Behavioral misconduct shall include but shall not be limited to:

- a. Insubordination; or
- b. Gross disrespect (confrontation with school officials, sponsors, participants from other schools, officials); or
- c. Theft; or
- d. 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
- e. Any behavior which disrupts the appropriate conduct of a school program or activity; or;
- f. Hazing, bullying, or harassment of any kind; or
- g. Use of profanity; or
- h. Exhibition of bad sportsmanship; or
- i. Violation of the Extracurricular Code, training rules, or any other school policies, rules or regulations

### Honesty Clause

The Honesty Clause is provided as an opportunity to self-report athletic code violations for a reduced consequence. If an athlete violates any portion of the "Athletic Code," they may invoke the "Honesty Clause" for a first offense only. It is the student-athlete's responsibility, not a parent, to contact the athletic director or high school administration within 48 hours of the violation. If the student-athlete is out-of-season, he/she must contact the athletic director or high school administration within the said time frame. By admitting their violation to the appropriate school representative within the 48 hour time frame, the student-athlete may have their first violation suspension reduced by one-half. If the student invokes the Honesty Clause, the appeal process is forfeited. If the student-athlete fails to notify any of the said individuals within 48 hours of the "Athletic Code" violation, the athlete will serve the full consequence as outlined under the Code of Conduct-Violations section.

### Level One – Violations:

- Use or possession of a controlled substance.
- Use or possession of an alcoholic beverage.
- Delivery of alcohol or illegal drugs.
- Hosting a party where under-age drinking or alcoholic beverages and/or illegal drugs are permitted.

### Consequences:

- A. First Offense – Participant will be suspended from all games/contests for a period of 40% of the season. (See "Buy Back" Guidelines)
- B. Second Offense – Participant will be suspended from all games/contests for 70% of the calendar year.

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- C. Third Offense – Participant will be suspended from all extracurricular activities for the remainder of his/her junior high and/or high school career.

Level Two – Violations:

- Use or possession of any tobacco substance or e-cigarette.
- Stealing or vandalizing community, school, or personal property.
- Possession of drug paraphernalia.
- Violations of the rules and regulations of District #1 that result in an out of school suspension greater than three (3) days per semester.

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Consequences:

- A. First Offense – Participant will be suspended from all games/contests for a period of 15% of the season.
- B. Second Offense – Participant will be suspended from all games/contests for a period of 40% of the season. (See “Buy Back” Guidelines)
- C. Third Offense – Participant will be suspended from all extracurricular activities for a period of one (1) calendar year.
- D. Fourth Offense – Participant will be suspended from all extracurricular activities for the remainder of his/her junior high and/or high school career.

Level Three – Violations:

- Attendance at parties where under-age drinking of alcoholic beverages and/or illegal drugs are present.
- In a car where alcohol or illegal drugs are being transported.

Consequences:

- A. First Offense – Probation: If the police report or if a participant states that he/she attended, but did not use alcohol or drugs, the participant will be advised by coach, director, or sponsor not to attend any similar functions again.
- B. Second Offense – Participant will be suspended from all games/contests for 15% of the season.
- C. Third Offense – Participant will be suspended from all games/contests for a period of 40% of the season. (See “Buy Back” Guidelines)
- D. Fourth Offense – Participant will be suspended from all games/contests for a period of one (1) calendar year.
- E. Fifth Offense – Participant will be suspended from all extra-curricular activities for the remainder of his/her junior high and/or high school career.

Level Four – Violations:

- Violations of rules and regulations of District #1 that result in a suspension of three (3) or fewer days per semester.
- Arrest for minor infractions.
- Truancy from class or school.

Consequences:

- A. Each Offense – Participants will be suspended from all games/contests for a period of 5% of the season.

\*\*\* If the violation occurs “out of season” then the one game suspension will carry over to the next sport season or participatory activity in which the student is involved.

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Level Five – Violations:

- Assignment to In-School Suspension (ISS)

Consequences:

- A. First – Third Offense – Punishment will be by the coach/sponsor with notification given to the athletic director.
- B. Fourth Offense – Participant will be suspended from all games/contests for a period of 5% of the season (consistent with a suspension of three (3) or fewer days per semester, see level Four Consequences).
- C. Fifth or More Offenses – Participant will be suspended from all games/contests for a minimum period of 5% of the season. Referral to the athletic director’s office for further appropriate action.

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\*\*\* Please note that the student will be expected to be at practice or game on the day of ISS unless communicated otherwise by administration.

\*\*\* ISS will be cumulative for each semester.

Level Six – Violations:

- Unexcused absences from a contest, performance, or practice.
- Misconduct at a practice, contest, performance, or other athletic event or activity.
- Swearing or abusive language.
- Blatant disregard to the head coaches’ expectations of participation (game and practice).

Consequences:

- First Offense – Punishment will be by the coach/sponsor with notification given to the athletic director.
- Second Offense – Participant will be suspended from team/activity. Length of time is determined by the coach/sponsor with notification given to the athletic director.
- Third Offense – Repeated offenses in this area will be referred to the athletic director’s office for appropriate action.

Due Process:

A student will be advised of the charges against him/her and be given the opportunity to respond to the charges. The student and his/her parents will be advised by administration of any disciplinary action taken as a result of the charges.

Points of Emphasis:

- The participant must complete the activity for the consequences to be considered served which includes attending practices. The student must start and finish the activity on the original starting and ending dates. The athletic director or principal has the prerogative to remove the athlete from the team due to a Code of Conduct violation and in this case any remaining participation days will be counted towards the days of suspension.
- “In-season” violations will carry over into the next sport season or participatory activity in which the student is involved.
- “Out-of-season” violations will carry over into the next sport season or participatory activity in which the student is involved.
- “Buy Back Guidelines” – When an infraction has been committed by a student/athlete in which a 40% of the season suspension has been incurred, he or she will have the option to “buy back” ½ of the penalty time (20% suspension) under the condition that the athlete and his parent or legal guardian agree to enter and to complete successfully a District approved rehab program. The funding for this program will be paid by the parent or athlete and must be approved by the school nurse and social worker as a legitimate program of rehabilitation. The scheduled appointments with the substance abuse program must be adhered to or the reduction will be null and void. Any absence or rescheduled appointment must have administrative approval. Any set appointment will take precedent over any practice or game activity. The athlete must petition the principal or athletic director to participate in this “buy back” option.
- Under IHSA rule, any student who transfers into or out of District #1 must serve his/her remaining consequence prior to participation in a new school system. It is the principal’s obligation to identify Code of Conduct violations for incoming or exiting students.
- The coach/sponsor affected will be notified of what disciplinary action has been taken against a student in violation of the Code of Conduct.
- Disciplinary action relating to the Code of Conduct imposed by a coach/sponsor will be written and submitted to the athletic director.

**DISCIPLINARY SUSPENSION**

Suspension is defined as removal of the student from participation in one or more practices, games, meets or other activities as defined by the extracurricular code of conduct violations’ level. The principal, district athletic director, or coach/sponsor may suspend a student from participation for violation of the extracurricular code, training rules, or other appropriate policies, rules and regulations of the school district. The following procedures shall apply to disciplinary suspensions:

- Prior to suspension, the student shall be provided an explanation of the charges against him/her. The student shall be given an opportunity to present his/her version of the incident to the suspending school official.
- Upon written request within 10 days, the student may appeal his/her disciplinary suspension first to the district athletic director, then to the principal, then to the superintendent, then to the Board of Education who shall have final and binding authority to determine the appropriateness of the suspension.

Days of suspension for a code violation will begin immediately the day that the administration is notified of the offense if the violation occurs during the season. If the violation occurs during the off-season, the days of suspension will begin on the first day of the season or when the administration is notified if the season has begun. If a student athlete quits the current sport during the suspension, the suspension will carry over into the next sport season or participatory activity. Disciplinary suspensions may be imposed pending dismissal proceedings.

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### **DISCIPLINARY DISMISSAL**

The coach/sponsor, upon consultation with and upon approval of school administration, may dismiss a student from athletic and/or extracurricular participation for violation of this Code of Conduct, training rules, or other appropriate policies, rules and regulations of the school district. Dismissal from a team/activity is defined as removal of the student from participation in one or more practices, games, meets or other activities for the balance of a season. The following procedures shall apply to disciplinary dismissals:

- a. Prior to dismissal, the student shall be provided an explanation of the charges against him/her. The student shall be given an opportunity to present his/her version of the incident to the suspending school official.
- b. Within 10 days, an appeal may be filed upon written request by the parent or student whereupon the athletic director or principal shall schedule a meeting with the relevant parties and shall thereafter determine the appropriateness of the suspensions.
- c. If the student is dissatisfied with the decision of the athletic director and/or principal, they may make a written request within 10 days for appeal of this decision to the superintendent. The superintendent shall schedule a meeting with the relevant parties and shall thereafter determine the appropriateness of the suspension.

### **DISPOSITION OF PENALTY PENDING APPEAL**

If a student appeals a penalty, a student remains suspended from the activity pending appeal of the penalty. Reinstatement shall be at the sole and exclusive discretion of school officials.

## Concussion Information Sheet

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

<b>Symptoms may include one or more of the following:</b>
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<ul style="list-style-type: none"> <li>• Headaches</li> <li>• “Pressure in head”</li> <li>• Nausea or vomiting</li> <li>• Neck pain</li> <li>• Balance problems or dizziness</li> <li>• Blurred, double, or fuzzy vision</li> <li>• Sensitivity to light or noise</li> <li>• Feeling sluggish or slowed down</li> <li>• Feeling foggy or groggy</li> <li>• Drowsiness</li> <li>• Change in sleep patterns</li> </ul>	<ul style="list-style-type: none"> <li>• Amnesia</li> <li>• “Don’t feel right”</li> <li>• Fatigue or low energy</li> <li>• Sadness</li> <li>• Nervousness or anxiety</li> <li>• Irritability</li> <li>• More emotional</li> <li>• Confusion</li> <li>• Concentration or memory problems (forgetting game plays)</li> <li>• Repeating the same question/comment</li> </ul>
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<b>Signs observed by teammates, parents and coaches include:</b>
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<ul style="list-style-type: none"> <li>• Appears dazed</li> <li>• Vacant facial expression</li> <li>• Confused about assignment</li> <li>• Forgets plays</li> <li>• Is unsure of game, score, or opponent</li> <li>• Moves clumsily or displays incoordination</li> <li>• Answers questions slowly</li> <li>• Slurred speech</li> <li>• Shows behavior or personality changes</li> <li>• Can’t recall events prior to hit</li> <li>• Can’t recall events after hit</li> <li>• Seizures or convulsions</li> <li>• Any change in typical behavior or personality</li> </ul>
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- Loses consciousness

**What can happen if my child keeps on playing with a concussion or returns too soon?**

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is the key to student-athlete's safety.

**If you think your child has suffered a concussion**

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. IHSA Policy requires athletes to provide their school with written clearance from either a physician licensed to practice medicine in all its branches or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches prior to returning to play or practice following a concussion or after being removed from an interscholastic contest due to a possible head injury or concussion and not cleared to return to that same contest. In accordance with state law, all IHSA member schools are required to follow this policy.

You should also inform your child's coach if you think that your child may have a concussion. Remember it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

**For current and up-to-date information on concussions you can go to:**

**<http://www.cdc.gov/ConcussionInYouthSports/>**



Acknowledgement and Consent

Student/Parent Consent and Acknowledgements

By signing this form, we acknowledge we have been provided information regarding concussions and the IHSA Performance-Enhancing Testing Policy. We also acknowledge that we are providing consent to be tested in accordance with the procedures outlined in the IHSA Performance-Enhancing Testing Policy.

STUDENT

Student Name (Print): \_\_\_\_\_ Grade (9-12) \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PARENT or LEGAL GUARDIAN

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Consent to Self Administer Asthma Medication

As a patient under my care, \_\_\_\_\_, is prescribed to self-administer the following asthma medication.

Medication \_\_\_\_\_

Purpose \_\_\_\_\_

Dosage \_\_\_\_\_

Time/Special Circumstances \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Physician                      Signature of Physician                      Date

I, \_\_\_\_\_, do hereby give my son/daughter, \_\_\_\_\_, Permission to self-administer his/her asthma medication as prescribed by his/her physician during athletic competition.

\_\_\_\_\_  
Printed Name of Parent/Guardian                      Signature of Parent/Guardian                      Date

Each year IHSA member schools are required to keep a signed Acknowledgement and Consent form and a current Pre-participation Physical Examination on file for all student athletes.

RECEIPT FOR ROXANA C.U.S.D. NO. 1 EXTRACURRICULAR CODE

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

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

- \_\_\_\_\_ I received a copy of the Roxana Community Unit School District No. 1 Extracurricular Code.
- \_\_\_\_\_ 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 read and understand the Concussion Information Sheet contained on page 10 and 11 of this Extracurricular Code.
- \_\_\_\_\_ My son/daughter will be trying out for a sport. Therefore, I have supplied a current athletic physical, as described on page 3 "Requirements for Participation in Athletics," to the RCUSD #1.

**INSURANCE**

The Board of Education and school personnel of the Roxana Schools are vitally interested in the safety and well being of students. We are particularly concerned that students who participate in extracurricular programs have adequate insurance coverage in case of injury. The Board of Education has approved an insurance agency or you may provide an indication of your own policy in order to meet this requirement for participation. Parents wanting to purchase school insurance should contact the Board of Education office at 254-7541.

Please check one of the following statements.

- \_\_\_\_\_ I have purchased or will purchase school insurance before my child participates in any extracurricular activity as defined on page one, "Extracurricular Activity."
- \_\_\_\_\_ I have been informed concerning the insurance program and do not wish to participate. My child is adequately covered by a policy with the following company \_\_\_\_\_.
- \_\_\_\_\_ I have an alternative coverage as noted: \_\_\_\_\_

As a condition for participation in extracurricular activities the student and parent must sign and print their names in the blanks below. These signatures will be valid for each athletic and extracurricular activity in which they participate.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Student's Name

\_\_\_\_\_  
Grade Level (2018-19 School Year)

\_\_\_\_\_  
Parent(s)/Guardian(s) Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Parent(s)/Guardian(s) Name

Deleted: 4  
Deleted: 5

Transportation of alcohol or illegal drugs.