

2015-16 Activities Participation Guidelines

1. **Introduction:** Participation in activities at North Star Schools is a privilege and not a right. As representatives of the school, students may be held to a higher standard than those who choose to not participate in extra-curricular activities. As ambassadors of North Star Schools you are expected to act and dress appropriately, conduct yourselves as the ladies and gentlemen you are, *following the student handbook and the Knight CODE. Challenge yourself, Own Your Behavior, Display respect, Encourage others.*
2. **Provisions:** (a) The consequences described herein are minimums. Circumstances may warrant harsher consequences, depending upon the infraction. The Superintendent has final authority to determine consequences. (b) This agreement is in force from the first day of practice/activity until the last day/date of the season, which includes return travel from State or National performances or competitions.
3. **MHSA Eligibility Guidelines:** Students must meet (where applicable) all MHSA eligibility guidelines and be in compliance with all policies addressed in the MHSA Handbook. *MHSA standards will be enforced for students involved in association contests which includes that a student must have received a passing grade and received credit in at least twenty periods of prepared work per week during the last preceding semester in which enrolled. If a student is assigned an "incomplete" in a subject at the end of a semester, he/she has not received a passing grade.*
4. **Physicals:** As stated above, the MHSA approved form must be completed by a physician, signed and on file with the school prior to any student participating in and being credited for a practice in a sanctioned sport.
5. **Academic and Citizenship Standards:** Students are expected to meet North Star Schools' academic and citizenship standards to be eligible to participate in extracurricular activities.
 - A. Any student whose cumulative average for all classes, for the portion of the grading period, is lower than a C or 2.00 GPA will be declared ineligible. OR, any student who has an F in any single class will be declared ineligible. Cumulative averages and grades of an F will be determined at the eligibility periods as noted in "D" below. Students who are deemed ineligible at the end of the school year will remain so through the first eligibility period of the following year. Grades and GPA's calculated by Infinite Campus are what will be used in determining eligibility/ineligibility. Ineligible students will not be permitted to leave campus during the noon hour. Students may also be placed in after school detention. If a student has an incomplete at the end of an eligibility period, they are ineligible until that work is made up, a grade is entered in Infinite Campus and eligibility can be determined.
 - B. Infinite Campus grades will be posted no later than 1:00 PM on the next school day following the end of a grading period. The parent/guardian notification letter, Infinite Campus report with comments, will be mailed to each parent/guardian of those students declared ineligible.
 - C. A master list of ineligible students will be emailed to Grade 7-12 teachers/coaches/advisors by the morning following the above deadline.
 - D. The following schedule outlines the grading periods and corresponding eligibility/ineligibility periods for students in grades 7 and 8:

Grading Period

May 5 through May 30 (Prior year)
August 25 through Sept. 3
Sept. 4 through Sept. 24
Sept. 25 through Oct. 8
Oct. 9 through Oct. 28
Oct. 29 through Nov. 12
Nov. 13 through Dec. 3
Dec. 4 through Dec. 18
Dec. 19 through Jan. 22
Jan. 23 through Feb 8
Feb. 9 through Feb. 25
Feb. 26 through March 10
March 11 through March 24
March 25 through April 11
April 12 through April 28

Eligibility/Ineligibility Period

August 25 through Sept. 8
Sept. 9 through Sept. 29
Sept. 30 through Oct. 13
Oct. 14 through Nov. 3
Nov. 4 through Nov. 17
Nov. 18 through Dec. 8
Dec. 9 through Jan. 5
Jan. 6 through Jan. 26
Jan. 27 through Feb. 9
Feb. 10 through March 1
March 12 through March 15
March 16 through March 29
March 30 through April 12
April 13 through May 3
May 4 through May 17

April 29 through May 12

May 13 through May 31

May 18 through June 2

First part of 2016-17 school year

The following schedule outlines the grading periods and corresponding eligibility/ineligibility periods for students in grades 9-12:

| Grading Period | Eligibility/Ineligibility Period |
|---|--|
| <i>April 16 through May 21 (Prior year)</i> | <i>August 25 through Sept. 29</i> |
| <i>Aug. 25 through Sept. 24</i> | <i>Sept. 30 through Nov. 3</i> |
| <i>Sept. 25 through Oct. 28</i> | <i>Nov. 4 through Dec. 8</i> |
| <i>Oct. 29 through Dec. 3</i> | <i>Dec. 9 through Jan. 26</i> |
| <i>Dec. 4 through Jan. 22</i> | <i>Jan. 27 through March 1</i> |
| <i>Jan. 23 through Feb. 25</i> | <i>March 2 through March 29</i> |
| <i>Feb. 26 through March 24</i> | <i>March 30 through May 3</i> |
| <i>March 25 through April 28</i> | <i>May 4 through June 2</i> |
| <i>April 29 through May 31</i> | <i>First part of 2016-17 school year</i> |

6. **Curfew:** The North Star Coaches and Advisors believe that student participants in sports and activities maximize their chances for team and individual success by getting the appropriate rest during the activity season and the night before competition. Accordingly, North Star's Curfew Rules and Consequences are as follows:

A. Must be home by:

| | |
|-----------------------------|--|
| Sunday | 10:30 PM |
| Monday – Thursday | 9:00 PM (Hill County Curfew) ages 13 & under 10:00 PM ages 14 & over |
| Friday | 10:30 PM (Hill County Curfew) ages 13 & under 11:00 PM ages 14 & over |
| Saturday | 10:30 PM (Hill County Curfew) ages 13 & under 12:00 PM ages 14 & over |
| Night before event/activity | 10:00 PM |

(Coaches/Advisors reserve the right to adjust curfews to meet their needs. Superintendent will be notified.)

B. Consequences:

First Violation – Coaches/Advisors discretion, depending on circumstances. If extenuating circumstances, coach/advisor should be informed prior to the violation.

Second Violation – one week suspension and tasks as assigned.

Third Violation – suspension from the program for the remainder of season.

If a school activity concludes after the posted curfew, students must be home within 45 minutes after its conclusion.

7. **School Attendance:** A student must be in school the full day in order to participate in competition. The exception to this will be pre-scheduled doctor and dentist appointments, funerals, school related activities, and other emergencies as may be excused by the Superintendent. If a student is not in school and is not excused as above, they will not be permitted to participate that day. If the absence is on the last school day of the week, participation in competition will not be permitted prior to the first school day of the following week. Coaches/Advisors and administration discretion will be applied.
8. **Absences from Practice and/or Competition:** It is expected that participants attend practices in order to be a contributing factor in competition. Students should notify their coach/advisor in advance if they are going to be absent from or late to a practice or competition. Excused absences include illness, doctor or dentist appointments, funerals and school related activities. Coaches/Advisors, AD (Athletic Director) and/or Superintendent have the right to excuse athletes for other activities not covered here-in.
- A. Consequences:
- First Violation – Coaches/Advisors discretion, depending on circumstances. If extenuating circumstances, coaches/advisor should be informed prior to the violation.
- Second Violation – one week suspension and tasks as assigned
- Third Violation – suspension from the program for the remainder of season.
9. **Suspension:** A student who receives an In-School Suspension (ISS) will be suspended from participating in all extra-curricular activities (other than practice) for the week of receiving and/or serving the suspension. Students on suspension will not travel with the team or be any part of the bench. A participant is dropped

from that activity if she/he receives a suspension that overlaps the last possible day of the regular season and the beginning of tournament play or equivalent competition. Out-of-School suspension students will not be allowed to enter the building, practice with the team, travel with the team, or be any part of the bench or support crew.

10. **Possession, Usage, or MIP of Alcohol, Drugs and/or Tobacco:** The North Star Staff and Board members have a concern with regards to alcohol, drugs and tobacco usage by minors. Their concerns include student health and safety, student compliance with the law, and student conduct detrimental to the team/programs. To accomplish excellence in athletics and other activities, the participant must discipline their mind and body. The participant must be aware that he/she is a representative of the school and community and has the responsibility to provide positive personal attributes related to citizenship, scholastic achievement, common courtesy, role modeling for younger students, and leadership. With these and other goals in mind, the following rules will be followed:

- No use of alcoholic beverages.
- No use of illegal drugs or prescription drugs you do not have a prescription for.
- No use of tobacco *or e-cigarettes*.
- Do NOT stay around activities or events where drugs/alcohol/tobacco are present or being used. The District's philosophy is guilt through association. The longer in proximity, the guiltier you are.

A. Consequences:

First Violation – out of the activity for the remainder of the season.

Second Violation – loss of all extra-curricular activities for the remainder of the school year.

Subsequent Violations – loss of privilege to participate in all extra-curricular activities for remainder of high school career.

Note: If suspended for any of the above infractions, all awards and honors will be forfeited. Suspensions will be dealt with at the time the coaches/advisors, AD and/or Superintendent are made aware of the infraction. These violations are cumulative throughout a student's high school career.

Attendance at an activity or location involving alcohol and/or drugs: Consequences will be the same as above with follow-up by the coaches/advisors, AD and/or Superintendent upon the violation being reported. Temporary suspension will take place immediately with a final decision to be made after the investigation.

11. **Cell phones or other electronic devices with camera capability:** Are not permitted in locker rooms or bathrooms at any time. Any violation can result in immediate dismissal. The camera portion of cell phones or other electronic devices may only be used under the direct supervision of a coach/advisor.

12. **Rule Amendments:** Each individual coach/advisor may add additional rules, in writing, prior to their activity season, with the approval of the Superintendent.

13. **Transportation:** The school provides transportation for school sponsored activities. It is important that activity participants and coaches/advisors ride the provided transportation. Should a parent/guardian wish to take the participant after the event is completed, a signed note from the parent will be required prior to leaving the facilities.

All participants are expected to arrive at the departure site at least 15 minutes prior to the scheduled departure time for the purpose of checking all gear and leaving on time.

(Extenuating circumstances are to be addressed to the coach/advisor at the earliest opportunity. The Superintendent will make a final decision, if need be.)

All representatives of our school and community are expected to model good sportsmanship and moral character, along with demonstrating respect for others. Please keep this in mind as others come to our school and we travel to their school/community.

Board Approved: August 15, 2005; Revised: February 21, 2006; August 20, 2008; August 9, 2010; July 25, 2011; August 13, 2012; July 29, 2013; June 2015



A Fact Sheet for **ATHLETES**

WHAT IS A CONCUSSION?

A concussion is a brain injury that:

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

WHAT ARE THE SYMPTOMS OF A CONCUSSION?

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light
- Bothered by noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion
- Does not "feel right"

WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?

- **Tell your coaches and your parents.** Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach if one of your teammates might have a concussion.

- **Get a medical checkup.** A doctor or health care professional can tell you if you have a concussion and when you are OK to return to play.
- **Give yourself time to get better.** If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a second concussion. Second or later concussions can cause damage to your brain. It is important to rest until you get approval from a doctor or health care professional to return to play.

HOW CAN I PREVENT A CONCUSSION?

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

- Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Use the proper sports equipment, including personal protective equipment (such as helmets, padding, shin guards, and eye and mouth guards). In order for equipment to protect you it must be:

- > The right equipment for the game, position, or activity
- > Worn correctly and fit well
- > Used every time you play

Remember, when in doubt, sit them out!



A Fact Sheet for PARENTS

WHAT IS A CONCUSSION?

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

You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

Signs Observed by Parents or Guardians

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

Symptoms Reported by Athlete

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not "feel right"

HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussion.

- Ensure that they follow their coach's rules for safety and the rules of the sport. Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Learn the signs and symptoms of a concussion.

WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

1. Seek medical attention right away. A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.

2. Keep your child out of play. Concussions take time to heal. Don't let your child return to play until a health care professional says it's OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.

3. Tell your child's coach about any recent concussion. Coaches should know if your child had a recent concussion in ANY sport. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

Remember, when in doubt, sit them out!

Be Prepared

A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head that can change the way your brain normally works. Concussions can also occur from a blow to the body that causes the head to move rapidly back and forth. Even a "ding," "getting your bell rung," or what seems to be mild bump or blow to the head can be serious. Concussions can occur in any sport or recreation activity. So, all coaches, parents, and athletes need to learn concussion signs and symptoms and what to do if a concussion occurs.

SIGNS AND SYMPTOMS OF A CONCUSSION

| SIGNS OBSERVED BY PARENTS OR GUARDIANS | SYMPTOMS REPORTED BY YOUR CHILD OR TEEN | |
|---|---|--|
| <ul style="list-style-type: none"> •Appears dazed or stunned •Is confused about events •Answers questions slowly •Repeats questions •Can't recall events prior to the hit, bump, or fall •Can't recall events after the hit, bump, or fall •Loses consciousness (even briefly) •Shows behavior or personality changes •Forgets class schedule or assignments | <p><u>Thinking/Remembering:</u></p> <ul style="list-style-type: none"> •Difficulty thinking clearly •Difficulty concentrating or remembering •Feeling more slowed down •Feeling sluggish, hazy, foggy, or groggy <p><u>Physical:</u></p> <ul style="list-style-type: none"> •Headache or "pressure" in head •Nausea or vomiting •Balance problems or dizziness •Fatigue or feeling tired •Blurry or double vision •Sensitivity to light or noise •Numbness or tingling •Does not "feel right" | <p><u>Emotional:</u></p> <ul style="list-style-type: none"> •Irritable •Sad •More emotional than usual •Nervous <p><u>Sleep*:</u></p> <ul style="list-style-type: none"> •Drowsy •Sleeps less than usual •Sleeps more than usual •Has trouble falling asleep <p><i>*Only ask about sleep symptoms if the injury occurred on a prior day.</i></p> |

LINKS TO OTHER RESOURCES

- CDC-Concussion in Sports
 - o <http://www.cdc.gov/concussion/sports/index.html>
- National Federation of State High School Association/ Concussion in Sports - What You Need To Know
 - o www.nfhslearn.com
- Montana High School Association – Sports Medicine Page
 - o <http://www.mhsa.org/SportsMedicine/SportsMed.htm>

North Star Schools Athletic Philosophy

North Star's athletic programs are designed to foster student enjoyment, competition, and to complement our academic program with programs that focus on character development, teamwork, and competitive spirit.

- In order to foster student enjoyment, we will encourage a fun, student-athlete focused atmosphere in practices and games.
- To develop competitive athletes and teams, coaches are responsible for emphasizing fundamental skills, all-around athletic development, and personalized instruction for each player.
- Coaches are responsible for creating an atmosphere that fosters development of students with high personal character.
 - This includes promoting good sportsmanship, proper etiquette, proper manners, strong work ethic, responsible behavior on and off the field, promotion of proper dress, and setting a good example in action for our student athletes to follow.
- North Star's athletic programs are designed so that students may enjoy a variety of activities and develop skill in multiple areas.
- North Star wishes to create a positive and competitive athletic environment, and believes that regular, positive communication between student-athletes, parents, coaches, and administration is important in creating that environment.

Sub-Varsity Athletics

- Sub-varsity programs are designed to allow students to develop skills that will help them progress in their chosen sports.
- Coaches will determine the proper amount of playing time for athletes, depending on a wide range of attributes including but not limited to: skill, attitude, work ethic, athletic ability and fitness, academic success, and competitive factors.
 - Although sub-varsity programs help develop players, it does not mean that all players will receive equal time on the court or field during games.
 - Coaches are responsible for determining playing time to best help the team and players develop.

Varsity Athletics

- North Star's varsity athletic programs will primarily focus on creating a competitive team with values and personal characteristics that we wish to develop as a school and community.
- Coaches are responsible for determining playing time for individual athletes and their choices are beyond reproach.
 - While a parent is welcome to discuss the reasons that their child may or may not receive playing time with their child's coach, they need to do so in a proper, courteous manner, and respect the coach's decision as final.
 - A proper time and place to address these issues is in a private conference with the coach.
 - Please avoid publicly addressing these issues, specifically following games, during games, or at other team activities.
 - In most cases the superintendent and activities director will not overrule or request changes in playing time at player or parent request.
 - Only in cases of gross inequity or injustice will the superintendent or activities director take action to change a playing time situation.

North Star Athletics Expectations

Coaches

- Coaches will be chosen on their overall ability to lead a quality program, including consideration of all factors described above.
- Coach hiring will be based on their ability to create a competitive environment that reflects the values listed in the North Star Athletic Philosophy.
 - Coaching evaluations will be done yearly, with a focus on development for the future of the overall athletic program.
- Coaches are responsible for fulfilling all duties as outlined in the Coach Job Description.
- Coaches are responsible for communicating with parents, athletes, and administration in a positive, courteous, and appropriate manner at all times.
- Coaches are encouraged to support athletes in multiple activities or sports.
- Coaches will treat all student-athletes, other coaches, referees, administration, parents, and fans with respect. Failure to do so may result in reprimand or suspension, and in extreme cases loss of coaching position.

Administration

- The administration will focus on selecting and developing coaches that are most able to carry out the overall North Star Schools Athletic Philosophy.
- The administration may step in to moderate any conflict or concern brought to them by coaches, athletes, parents, or educational staff in order to best serve the program.
 - Administration will only make determinations regarding playing time, strategy, or other individual coaching factors in cases of gross inequity, injustice, or necessity.
 - Administration may set conditions for coaches, athletes, or parents that must be met to rectify the concern, so long as they do not interfere with matters described above as being at the discretion of the coach.
- Administration will treat all student-athletes, coaches, referees, parents, and fans with respect. Failure to do so will result in potential action taken by administration or board of trustees in accordance with policy and contractual requirements.

Student Athletes

- Student-athletes are held to a high standard of conduct, including requirements above and beyond that of a non-athlete, in order to participate in our athletic programs.
- Student-athletes are encouraged to communicate with coaches and administration about their personal goals, and to discuss how the administration and coaches can help them attain those goals.
- Student-athletes should follow the universal grievance procedures as outlined in school policy and handbooks in addressing concerns they have in their athletic programs.
- Student-Athletes are expected to treat coaches, administration, referees, all players, parents, and fans with respect at all times. Failure to do so can result in a loss of playing privileges. Determinations for a loss of playing privileges can be made by coaches or administration, and may be appealed to the board.

Parents

- Parents are encouraged to communicate with their children's coaches regarding their development and performance.
- Parents are encouraged to help their children learn how to work with their coaches by setting a good example with expectations of coachability, respect, and hard work.
- Parents are encouraged to help their children address concerns in a respectful and straight-forward way with the coach or by talking with the administration.
- Parents are expected to treat coaches, administration, referees, all players, other parents and fans with respect at all times. Failure to do so can result in loss of attendance privileges.
- Parents are encouraged to remember that their child's ability or lack of ability in athletics, does not reflect whatsoever on their parenting. However, their child's respect for others, sportsmanship, work ethic, and teamwork are a direct reflection upon the values that their parents have instilled in them.

Board Approved: June, 2015

Because of the passage of the Dylan Steiger's Protection of Youth Athletes Act, schools are required to distribute information sheets for the purpose of informing and educating student-athletes and their parents of the nature and risk of concussion and head injury to student athletes, including the risks of continuing to play after concussion or head injury. Montana law requires that each year, before beginning practice for an organized activity, a student-athlete and the student-athlete's parent(s)/legal guardian(s) must be given an information sheet, and both parties must sign and return a form acknowledging receipt of the information to an official designated by the school or school district prior to the student-athletes participation during the designated school year. The law further states that a student-athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from play at the time of injury and may not return to play until the student-athlete has received a written clearance from a licensed health care provider.

Student-Athlete Name: _____

This form must be completed for each student-athlete, even if there are multiple student-athletes in each household.

Parent/Legal Guardian Name(s): _____

We have read the *Student-Athlete & Parent/Legal Guardian Concussion Information Sheet*.

If true, please check box

After reading the information sheet, I am aware of the following information:

| Student-Athlete Initials | | Parent/Legal Guardian Initials |
|--------------------------|--|--------------------------------|
| | A concussion is a brain injury, which should be reported to my parents, my coach(es), or a medical professional if one is available. | |
| | A concussion can affect the ability to perform everyday activities such as the ability to think, balance, and classroom performance. | |
| | A concussion cannot be "seen." Some symptoms might be present right away. Other symptoms can show up hours or days after an injury. | |
| | I will tell my parents, my coach, and/or a medical professional about my injuries and illnesses. | N/A |
| | If I think a teammate has a concussion, I should tell my coach(es), parents, or licensed health care professional about the concussion. | N/A |
| | I will not return to play in a game or practice if a hit to my head or body causes any concussion-related symptoms. | N/A |
| | I will/my child will need written permission from a licensed health care professional to return to play or practice after a concussion. | |
| | After a concussion, the brain needs time to heal. I understand that I am/my child is much more likely to have another concussion or more serious brain injury if return to play or practice occurs before concussion symptoms go away. | |
| | Sometimes, repeat concussions can cause serious and long-lasting problems. | |
| | I have read the concussion symptoms on the Concussion fact sheet. | |

Signature of Student-Athlete

Date

Signature of Parent/Legal Guardian

Date

Activities Participation Guidelines

We have read and agree to abide by and support the North Star School Activities Participation Guidelines for school year 2015-16. Please return this sheet to your coach/advisor.

Name of Activity

Date Activity Begins

Student's Signature

Date Signed

Print Student Name

Parent/Guardian Signature

Date Signed

Print Parent/Guardian Name

Home & Cell Phone

Health Insurance Carrier: _____

Policy Number: _____ **Family Physician:** _____

Allergies, medications, or medical conditions that school personnel should be aware of: _____

Emergency Contact Person (other than parent/guardian): _____

Home Phone: _____ **Cell Phone:** _____