

SOMONAUK HIGH SCHOOL
EXTRA-CURRICULAR ATHLETICS HANDBOOK

2008-2009

PHILOSOPHY

Somonauk CUSD #432 believes that interscholastic extra-curricular activities are an integral part of the school's total curriculum. It is our goal to develop and conduct an extra-curricular program that is consistent with the educational philosophy of the Somonauk School District #432; to maintain a program that will be coordinated with the rest of the overall school program; and establish an atmosphere of extra-curricular participation and competition where the individual participant can develop emotional maturity, learn the value of cooperation with others, develop a high standard of self-discipline, and attain his or her peak in the performance of physical skill and personal talents.

Somonauk CUSD #432 believes it is the duty of all coaches/advisors to incorporate into their respective activities the highest ideals of acceptable human behavior. By example, the participant should see that these ideals and attitudes are a necessary part of developing a spirit of play and a will to win that will provide the basis for his personal achievement while maintaining an excellent program for all.

A participant in an athletic season; fall, winter, or spring may be a member of only one team per season. In the event that the number of students who go out for a sport exceeds the number of athletes who will make the team, a tryout will be held. Tryouts will last a minimum of 2 days and a maximum of 4 days. If tryouts are not necessary because the number of students attempting to be a team member is less than the allowable roster size, then the first day will be considered a practice. Students will be allowed to join a sport, if roster size allows, up to the day preceding the first game. Any practices missed to that point will be considered unexcused unless determined to be a special circumstance by the Athletic Director. If a student attempts to make the roster in a sport that has tryouts and is cut, that student will be permitted to join another team the day after being cut. This is only permissible if cuts were not made in the second sport and no games have taken place. Practices missed while trying out for the 1st sport will not be considered unexcused. However, any practices missed between being cut from the 1st sport and joining the 2nd will be considered unexcused.

HANDBOOK MEETING

All potential athletes and a guardian must attend a handbook meeting relevant to the content of this document prior to the 1st sport the athlete will participate in. A handbook meeting will be held each season prior to the first day of tryouts/practice. Any athlete or guardian who does not attend the mandatory meeting must notify the Athletic Director the day following the meeting so arrangements can be made to disseminate the handbook information. No one will be allowed to tryout or begin practicing until this requirement has been satisfied. This meeting is

only required once per school year, prior to the 1st sport the athlete will attempt to be a member of.

I. CODE OF ETHICS

It is the duty and obligation of all Somonauk extra-curricular participants to conduct themselves in accordance with the accepted social conduct. It is through the realization of these standards of conduct that he/she will begin to continue to grow in both body and mind, and will reach his/her full potential as an individual.

Any person, including adults, who behaves in an unsportsmanlike manner during an athletic or extracurricular event may be ejected from the event the person is attending and/or denied admission to school events for up to a year after a School Board hearing. Examples of unsportsmanlike conduct include:

- Using vulgar or obscene language.
- Possessing or being under the influence of any alcoholic beverage or illegal substance.
- Possessing a weapon.
- Fighting or otherwise striking or threatening another person.
- Failing to obey the instructions of a security officer or school district employee.
- Engaging in any activity which is illegal or disruptive.
- Forgery
- Removed from an event.

The Superintendent may seek to deny future admission to any person by delivering or mailing a notice, sent by certified mail with return receipt requested, at least 10 days before the School Board hearing date, containing:

1. The date, time, and place of the Board meeting;
2. A description of the unsportsmanlike conduct;
3. The proposed time period that admission to school events will be denied;
4. Instructions on how to waive a hearing.

All student participants will return an Extra-Curricular Athletics Handbook Form signed by student and parent before practice or participation of any type is permitted. Activities responsible to this Extra-Curricular Athletics Handbook would include:

BOYS/GIRLS GOLF, BOYS SOCCER, GIRLS VOLLEYBALL, CROSS COUNTRY, BOYS BASKETBALL, GIRLS BASKETBALL, WRESTLING, BOYS BASEBALL, GIRLS SOFTBALL, DANCE TEAM, CHEERLEADING, BOYS/GIRLS TRACK, FLAGS.

Injuries: No Matter how minor, all injuries should be reported to the coach/advisor IMMEDIATELY.

Each participant must keep the Locker rooms, playing fields and gym/school facilities clean and safe. The following things will help in doing this:

- No running in the locker/classroom area.

- No horse play in the locker/classroom or Gym area.
- Picking up personal equipment and keeping it in lockers provided.
- Keeping your locker locked, as well as neat.
- First-aid room, coaches/advisor offices and equipment rooms are to be entered only in the presence or company of a coach.

Conduct at games: All participants will sit with the group and coach/advisor at away activities. Cell phones are not to be used during athletic contests or while athletes are in the gymnasium or bench area. Cell phones are only to be used to arrange for transportation upon arrival back to the school from away contests. Coaches and advisors will designate an appropriate time to use cell phones upon departure from the opposing school. **Parents should not approach the student during competition.**

All participants will travel to and from activities on the bus provided unless the Athletic Director signs a parent note before the end of the school day. If a participant misses the bus and has a valid excuse, the player should get to the game if possible and the coach/advisor will decide if player will participate.

The school attempts to buy the best and safest equipment that money can provide. Each participant is expected to take excellent care of this equipment. The equipment issued to the participant must be cleaned and returned at the close of the activity. If the equipment needs repair or change in size is needed please notify the coach/advisor immediately. School issued equipment is to be worn only at Practice and scheduled events.

RESPONSIBILITIES

The privilege of participation in our extra-curricular program is extended to all students, providing they are willing to assume certain responsibilities.

Each High School student is to have their physical, proof of insurance, sports fee, Sports Form, and Extra-Curricular Athletics Handbook page turned into the office **before** the first day of try-outs.

Each High School student is required to report to the office on your first day of practice to receive your eligibility athletic card. You will receive your eligibility card after your physical, proof of insurance, Athletic Code of Ethics page (athletic handbook) are turned in and your sports fee is paid. If you do not meet the above requirements you will not be able to try-out for that sport.

Students are required to participate in every day of tryouts or they will not be eligible to be a member of the team. The Athletic Director or Principal will determine if any tryout absence will be considered excused and if additional days will be awarded in order for an athlete to become a member of the team.

Your greatest responsibility is to be a credit to yourself, your parents, your school and your community. Therefore it is required that our athletes and coaches:

1. Display high standards of acceptable social behavior.
2. Display outstanding sportsmanship.
 - a. Pay proper respect to our flag and school song.
 - b. Pay proper respect for your opponent and your Opponent's school.
3. Display proper respect for those in authority, including teachers, coaches and officials.
4. Use language, which is socially acceptable (vulgar and profane language has no place in extra-curricular activities).
5. Remember that athletes are students first and participants second.

In addition, our athletes shall:

6. Dress in a respectable manner and according to the coaches/advisors wishes, at all times when attending an activity.
7. Display a real spirit of cooperation.
8. Follow all student handbook rules during all extra-curricular activities.

II. CODE OF CONDUCT

A. DEFINITION OF OFFENSES:

The following behavior shall constitute "offenses" which shall subject the offending student to the consequences listed in Subsections II.D. II.E. and II.F of this Code of Conduct whether the behavior occurs on or off school property, or during or outside of school hours for the entire year, students are athletes all year not just during a particular season:

1. Use or possession of drug paraphernalia, alcohol, marijuana, cocaine, steroids, inhalants or other controlled substances.
2. Attendance at events where these substances are being used illegally.
3. Use or possession of nicotine products.
4. Commission of theft, vandalism, trespass, or other conduct that is a violation of the criminal code, with the exception of minor traffic offenses;
5. Participation in, encouragement of, or facilitation of hazing.
6. Participation in, encouragement of, or facilitation of flagrantly inappropriate behavior.
7. Behavior that constitutes gross disobedience or misconduct under the Board Policy.

B. DETERMINATION OF OFFENSES:

1. If an administrator, faculty member, coach, or advisor witnesses an offense, as defined above, the student shall be presumed to have committed the offense.
2. If a non-school adult who is supervising an activity witnesses an offense, he/she is encouraged to report the violation to the administrator in charge who will immediately investigate the potential offense. The investigating administrator shall determine whether or not the offense occurred and report the findings to the building principal.

3. If the administration learns that a student is charged under Federal or State criminal law with an offense involving the use of nicotine, alcohol, drug paraphernalia, marijuana, cocaine, inhalants or other controlled substances, then the administration will follow up and may determine that an offense has occurred and enforce the appropriate consequence.
4. If a student is convicted under Federal or State criminal law with an offense involving the use of nicotine, alcohol, drug paraphernalia, marijuana, cocaine, inhalants or other controlled substances, then the student will be presumed to have committed an offense.
5. If an administrator, faculty member, coach, or advisor is notified by a source he/she deems sufficiently credible that a student has committed an offense, the building Principal or Athletic Director will investigate. This may include a meeting with the student. Regardless of the Principal or Athletic Director's final determination, the parents/guardians will be notified by the Principal or Athletic Director of his/her conclusions.
6. Behavior that constitutes gross disobedience or misconduct under the Board Policy addressing Student Discipline.

C. SELF REPORTING – PRIOR TO A VIOLATION:

It is the goal of the School Board to encourage students using or possessing the controlled substances reference in Subsection II.B.3 above to voluntarily request assistance. A student participant in one or more extra-curricular activities may come forward to voluntarily request and seek treatment in a Substance Abuse Program without penalty within the following parameters:

1. The self-reporting must not be an attempt to avoid punishment for the commission of an offense.
2. The student must successfully complete a Substance Abuse Program. Failure to complete a program after self-reporting shall result in the consequences corresponding to the offense, as described in Subsections II.D. II.E. and II.F. Of this Code of Conduct and Drug and Alcohol Testing Program.
3. The student or the student's parents/guardians shall notify the building principal or the Athletic Director of the intent to self-report.
4. A student shall only be permitted to self-report without penalty one time during the student's enrollment in the Somonauk School District.
5. The self-reporting option is only available to students who have not yet already been determined to have committed an offense, or are currently under investigation.

D. CONSEQUENCES – 1ST OFFENSE:

When the principal and the Athletic Director determine that a student has possibly committed one of the offenses listed in Subsection II. A or II. B. above, students will be given a chance to provide a satisfactory explanation. After determining that the student has not provided a satisfactory explanation for the behavior or positive test result, and the offense constitutes the student's first offense during

his/her extracurricular career with the Somonauk Community School District #432, the following consequences shall apply:

1. The student's parent/guardian shall receive, by regular mail, written notice that the student has been found to have committed an offense, the type of offense committed, and the penalty that will be applied.
2. The student shall be suspended for 30 consecutive in-season calendar days. Any remaining days shall carry over to the student's next activity.
3. A student who has committed an alcohol or controlled substance related offense shall enroll in and complete a formal evaluation at a drug treatment facility (with the exception of a student determined to be a violator of the nicotine possession rule). The Principal must receive a copy of the follow-up referral form from the facility before privileges can be reinstated. Recommendations stated on the follow-up referral form must be started before privileges will be reinstated. Any costs associated with the implementation of the recommendations shall be the responsibility of the parent/guardian.
4. A student participating in an activity who is serving a suspension from extra curricular activities under this Code of Conduct shall practice with the team during the suspension. The offender shall sit with the team during contests but may not dress in uniform. If there are less than 30 days remaining in the current athletic season, the Activity Board, with consultation from the coach, will determine if the student is to attend the remaining games/practices.

E. CONSEQUENCES – 2ND OFFENSE:

When the Principal and the Athletic Director determine that a student has committed one of the offenses listed in Subsection II. A or II. B. above, after determining that the student has not provided a satisfactory explanation for the behavior or positive test result, and the offense constitutes the student's second offense during his/her extracurricular career with the Somonauk Community School District #432, the following consequences shall apply:

1. The student's parent/guardian shall receive, by regular mail, written notice that the student has been found to have committed an offense, the type of offense committed, and the penalty that will be applied.
2. The student shall be suspended from participation in all school-sponsored extracurricular activities for one calendar year. At the discretion of the Principal and the Athletic Director, this suspension can be reduced to 90 consecutive in-season calendar days with the completion of 20 hours of community service. The community service hours must be approved by the Principal and/or Athletic Director prior to performing the service. Proof of completion of such service must be provided to one or both of these administrators. All 20 hours of community service must be completed before the athlete may resume competition.
3. A student who has committed an alcohol or controlled substance related offense for the first time shall enroll in and complete a formal evaluation at a drug treatment facility (with the exception of a student to be determined to be a violator

of the nicotine possession rule). The Principal must receive a copy of the follow-up referral form from the facility before privileges can be reinstated. Recommendations stated on the follow-up referral form must be started before privileges will be reinstated. Any costs associated with the recommendations shall be the responsibility of the parent/guardian.

4. A student who has committed an alcohol or controlled substance related offense for the second time shall enroll in and complete a formal drug/alcohol rehabilitation program (with the exception of students who have been determined to be violators of the nicotine possession or use rule) at the expense of the student and the parent/guardian. The Principal must receive a copy of the follow-up referral form from the facility before privileges are reinstated. Recommendations stated on the follow-up form must be completed before privileges can be reinstated. Any costs associated with the recommendations shall be the responsibility of the parent/guardian.
5. A student participating in an activity who is serving a suspension from extra curricular activities under this Code of Conduct shall practice with the team during the suspension. The offender shall sit with the team during contests but may not dress in uniform. If there are less than 90 days remaining in the current athletic season, the Activity Board, with consultation from the coach, will determine if the student is to attend the remaining games/practices.
6. A student who has committed an offense is not eligible for Somonauk School District #432 awards or honors in the activities he/she was participating in at the time of the offense.

F. **CONSEQUENCES: 3rd OFFENSE:**

When the Principal and the Athletic Director determine that a student has committed one of the offenses listed above, after determining that the student has not provided satisfactory explanation for the behavior or negative test result, and the offense constitutes the student's third offense during his/her extracurricular career with the Somonauk School District #432, the following consequences shall apply:

1. The student's parent/guardian shall receive, by regular mail, written notice that the student has been found to have committed an offense, the type of offense committed, and the penalty that will be applied.
2. The student shall be suspended from participation in all sports and school-sponsored extracurricular activities for the remainder of the student's education in the Somonauk School District #432.

G. **APPEAL PROCESS:**

To appeal the determination that a student has committed an offense punishable under this Extra-Curricular Activities Handbook, a student or the student's parent must submit a letter and any relevant evidence to the Athletic Director within 5

business days after being notified, either orally or in writing, of the offense which the student has been determined to have committed. Written notice sent by regular U.S. Mail will be deemed to have been received by the addressee seven (7) business days after the date it was sent.

Within ten (10) days after receiving such an appeal, the Athletic Director shall convene a committee consisting of the Athletic Director, the Principal, three impartial coaches/advisors. After considering the appeal, the committee shall vote on whether to uphold the determination of the administration regarding the offense and the appropriate consequence. The Appeals Committee may reduce, modify, or eliminate any consequences determined by the administration. Consequences may not be increased as a result of an appeal. Such decision shall be made by majority vote of the committee. If the vote is tied, the determination shall be upheld.

ELIGIBILITY

NO PASS NO PLAY POLICY

The Board of Education believes that school sponsored, school supported and extracurricular activities provide students with invaluable educational, as well as instructional skills, and knowledge. The Board further recognizes, however, that a student's academic education must take precedent over participation in such activities. As such, as in accordance with Sections 10-20.30 of the School Code, the Board has determined as follows:

1. All students in this District between grades nine and twelve, who participate in any school sponsored activity, including school supported athletic or extra-curricular activities, shall maintain a minimum grade point average of 2.0 on a 4 point system per semester.
2. In addition to maintaining a 2.0 grade point average for the semester, students must maintain weekly passing grades. Any student failing more than one class in a given week will be declared ineligible the following week. Eligibility is turned in on Thursday. Any students found to be failing more than one class when eligibility is turned in will not be eligible the following Monday through Saturday.
3. When a student becomes ineligible they must attend a tutor program or get extra help from the teacher. The athlete will still miss contests, but only miss part of the practice to help keep him/her in shape.
4. After the 1st incident of ineligibility a letter goes home. After the 2nd occurrence of being ineligible, parental contact and a conference will be requested. After the third occurrence of being ineligible, the athlete and parent must meet with the activities board before a possible removal from the team.
5. Any student who fails to meet the minimum requirements established in paragraph 1 of this policy shall be suspended from further participation in any school sponsored, school supported or extracurricular activity for the semester immediately following the semester in which the student failed to maintain a minimum grade point average of 2.0 on a 4 point system.

The Board of Education authorizes the administration to state rules and regulations to implement and enforce this policy.

In order to represent Somonauk School districts in any inter-scholastic competition, or extra-curricular activity a student must:

1. meet all eligibility rules of the Illinois High School Association.
2. meet all eligibility rules of Somonauk School District, semester and weekly.
3. meet all eligibility rules of the Little Ten Conference.
4. turn in a physical examination prior to any participation, including all try-outs for that school year.
5. have some type of insurance protection. The insurance portion of the Activity Code must be filled out completely, and turned in to the office before the first day of practice.
6. pay the sports fee before the 1st practice.

Guidelines for unexcused missing of practice and contests (Co-op teams will follow the home team policies):

Missed practices - unexcused:

- 1st practice - Coaches discretion, talk to player
- 2nd practice - Miss 1 contest - call parents
- 3rd practice - Appear before the Activities Board before participating in any more contests or attending practices.

Missed contests - unexcused:

- 1st contest - Miss 1 contest
- 2nd contest - Miss 1 contest - parental conference
- 3rd contest - Miss 1 contest – Activity Board meeting, Parent, Student may attend Activity Board meeting. Student may not participate until after the Activity Board meeting decision.
- 4th contest - removal from the team, letter sent home to parents of removal from the team.

Unexcused absences are defined as any absences except those for personal illness/injury, attending family/relatives funerals, school related trips and activities, and special circumstances that may be excused by the Athletic Director.

Decisions of the Activities Board and Coaches/Advisors will be final.

The Activities Board will conduct a meeting to review the missed practices, contests, detentions, suspensions or other violations not mentioned in section II.A or II. B consider all evidence and the circumstances involved before deciding what the action of the board shall be. The Activities Board will consist of the Athletic Director, High School Principal, and head coaches/advisors. Whatever the action, parents and students will be notified by phone and in writing by the

Athletic Director explaining the decision, and the student shall be told in person of the Activities Board's action by his or her coach/advisor. The Principal will send written notice of the Activities Board's decision to the Superintendent of Schools.

DETENTIONS:

- The second school detention for a participant during an activity season will result in a conference with the Student, Coach, Athletic Director, and Parent.
- The third school detention for a participant during an activity season will result in missing the next game.
- The fourth school detention for a participant during an activity season will result in missing the next game, and a conference with a parent.
- The fifth school detention for a participant during an activity season will result in removal from the team.

SUSPENSION:

1. Saturday or in-school suspension participants placed on suspension shall miss the next scheduled contest following the beginning of the suspension.
2. Out of school suspension participants are ineligible to participate/attend practices or contests for the duration of the suspension. If no contests are held during the suspension, the athlete will miss the next 2 contests following the suspension.
3. Following the assignment of the Out of School Suspension student and a parent must appear before the activities board before resuming practice or play.

EDUCATION ON STEROID USE:

All students participating in extra-curricular activities will receive information on the dangers of steroid use.

TRAINING RULES:

Training is a year round proposition. Participant excellence, personal pride, and the desire to maintain good health habits usually make following rules an easy task for most participants at Somonauk. All candidates are expected to attend all practices. Injured participants who are able to attend practice sessions are expected to do so. Coaches/advisors are to be notified prior to practice if a participant must be absent.

FEES

Athletic Fee: **\$45.00 PER SPORT** at start of season. If uniforms are lost or not returned, additional money will be due for the cost of lost articles. It is the student's responsibility to maintain and return all uniforms. No uniforms, sweat suits, or any other equipment has been given to students. Clean uniforms, belts, warm-up suits, or any other equipment must be

returned at the end of the season to the coach or students may not be permitted to try out for another sport until equipment is received or restitution is made.

Athletic fee will be returned if the student is cut from the team, however if the student quits the team or is removed from the team the athletic fee will not be returned.

AWARDS

All athletes are expected to attend the awards night for each sport they participate in.

Somonauk High School has three types of letters recognizing athletic participation, major letters for varsity activities, minor letters for JV activities, and freshman numerals for freshman activities. Each level of award will only be awarded once during a participant's tenure at SHS. If the program has only one level, a varsity letter will be awarded. Each participant will receive a metal pin denoting the activity he/she participated in. Once a participant has fulfilled the appropriate letter requirements, he/she will be given an additional metal pin for each subsequent year involved with that activity. All athletes who finish in good standing will also receive a certificate recognizing his/her effort and dedication.

Failure to complete the season in good standing means forfeiture of all honors and awards; including certificates and pins. An athlete is not considered in good standing if he or she has quit the team, been removed from the team, or are currently under suspension for an offense located in section IIA of the handbook.

