



**2017 - 2018
SCHOOL YEAR**

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**EXTRA-CURRICULAR
& ATHLETIC
HANDBOOK**

**SOUTH BELOIT HIGH
SCHOOL**



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INTRODUCTION / PHILOSOPHY

The Athletic/Extra-Curricular Code for **SOUTH BELOIT HIGH SCHOOL** and **SOUTH BELOIT JUNIOR HIGH SCHOOL** affects the following organizations: Football, Girls Volleyball, Boys Basketball, Girls Basketball, Girls Softball, Boys Baseball, Spirit Squad, Cheerleading, Boys Bowling, Girls Bowling, Bass Fishing, Academic Bowl, Student Council, Class Officers and IHSA Band Competitions. If additional athletic/extra-curricular activities are added, golf, cross country or other clubs, then these athletes/participants also will be subject to this code. A student becomes a South Beloit Jr. /Sr. High School athlete when he/she participates in one practice and an extra-curricular participant when they attend one meeting or practice. The Athletic/Extra Curricular Code will apply to the student until they graduate. These rules apply both in and out of season of the sport(s)/activities in which each student athlete/participant participates, during summers, holidays, and vacations, on and off campus, and whether or not a violation occurs at a school or school sponsored activity.

Parents must understand that it is the expectation of South Beloit C.U.S.D. #320 to be ambassadors of sportsmanship and respect our teams' players and coaches as well as the officials before, during and after the event. Failure to do so can result in being barred to attend such events.

Parents must also recognize the importance of communicating any concerns in the proper fashion at the appropriate times. At no time is a spectator to approach a coach during an event. If there are concerns they should attempt to be resolved first by scheduling a meeting with the coach. If an understanding can't be reached it is expected that the person contact the Athletic Director directly followed by the building Principal, Superintendent, and then the School Board.

Participation in athletics and extra-curricular activities is a privilege that should be accepted by a student who is totally committed to being a student athlete/participant. Athletics are designed to develop the individual physically and mentally. Physical development is easy to understand and easy to see, but the mental development is just as important and the hardest to develop.

The philosophy of participation in sports is different for each level of participation.

At the Junior High level, emphasis is placed on developing those characteristics listed above. In addition, the particular skills that are associated with each sport are emphasized.

At the Junior Varsity level, character traits are again emphasized. Student/athletes will have a reasonable opportunity to participate in each game.

At the Varsity level, the characteristics of teamwork, sportsmanship, etc., should be firmly entrenched within the individual so that these characteristics can be carried on into adult life. Skills of each sport are being refined, but do not play as important a role as before. Because of the high level of competitiveness at this stage, the concept of playing the best team available takes the central focus away from participation. Only through developing a will to win, are conference championships, athletic scholarships and state championships achieved.

CHARACTER BUILDING CONSISTS OF THE FOLLOWING:

Commitment: Once a student athlete decides to start an activity, they must commit themselves to that activity. First priority should be to the present activity and all other athletic activities should be given secondary consideration.

Responsibility: Accepting all requirements to participate in practices, meetings and (game) competitions. To follow all rules and regulations dealing with the activity in spite of all of today's distractions, whether they are personal or social.



Fair Play - Sportsmanship: Learn the rules of the game and play within those rules. Don't try to cheat or stretch the rules for yourself or your team. Try to play according to the intent of the rules, as well as the letter of the rules. Show respect to all involved; coaches, teammates, game officials, administration, opponents, spectators, etc.

Team Work: Work with other student athletes. Learn the experience of needing others to obtain certain goals. Develop a balance between today's individualism and never-ending need to work with others. No man is an island. There is no "I" found in the word "TEAM".

Self-Discipline: Develop self-control to do what is expected of a student athlete. Respect authority, following rules (drugs, tobacco, and alcohol), follow curfews set by the community or the team, be on time for drills and practices, work disagreements out rather than complain about them, etc.

Morals: Obeying laws of the community, state and country. The student should learn right from wrong even if it isn't written down in black and white. If someone bends or breaks the rules and gets away with it, this does not make it right for you. So always be a better individual than your opponent whether you win or lose, but do not tell your opponent that you are better or act as if you are better than your opponent. Let your actions always be the kind you, your parents, your school and your community can personally be proud of.

EQUAL EDUCATIONAL OPPORTUNITIES

The South Beloit Community Unit School District #320 complies with all federal, state and local laws prohibiting discrimination in educational opportunities based on a person's membership in a protected class. Please see the District Policy Manual section 7:10 Students – Equal Educational Opportunities for further information regarding the details of this policy.

ROSTER SIZE

The size of our teams will be directly tied to the IHSA tournament policies for each sport. If a sport has more athletes than allotted in these guidelines a try-out period will be enforced. The guidelines for "making the team" will be made available to the athletes prior to any evaluation. The coach will make available to the Athletic Director their proposed guidelines for approval prior to the season or as time allows.

SCHOLASTIC STANDING

Junior and Senior high athletes and spirit squad cheerleaders must adhere to the following eligibility rules.

1. A high school student athlete not passing **(25) credit hours or 5 of 7 classes** in the weekly check of eligibility shall be ineligible until he/she regains eligibility during the next weeks check of grades.
2. High School **participants must pass 5 of 7 classes or an equivalent of (25) credit hours** of High School work the previous semester to be eligible. Summer school may be used to restore the number of passing hours necessary to be eligible in the fall.
3. Junior High students through the 6th grade shall be **passing 5 of 7 classes or equivalent of (25) credit hours** to be eligible for extra-curricular activities.
4. Participants must be full-time students at South Beloit Jr. /Sr. High School to compete.



5. Eligibility reports shall be prepared on a weekly basis with copies for the Principal, Coach, and Athletic Director. Athletes, though not yet ineligible, will be interviewed when a trend begins to develop indicating the possibility of their loss of eligibility. As the loss of eligibility may occur before a trend can be observed in the office, parents will continue to shoulder the primary responsibility for monitoring their student's performance.
6. To the degree possible, the Athletic Director or Principal will establish tutoring opportunities, study table or mentoring groups to aid student-athletes encountering academic difficulties.
7. Students on the near failing list can receive help by making an appointment to get tutoring from teachers after school each day, or during their block time.

IHSA MEMBERSHIP

South Beloit High School is a member of the Illinois High School Association and subscribes to the rules and regulations of the IHSA. If conflicts occur, **IHSA rules and regulations will supersede those written in this booklet.**

PHYSICAL EXAMINATION

Each student/athlete must have a physical examination by a licensed physician before he/she can participate in an athletic activity. Each physical examination is good for only one (1) year from the date of the exam. To be eligible, **the physical must be current through the entire sport season in which the athlete wishes to compete.**

PARENTAL CONSENT

A signed parental consent waiver is required from all student athletes who participate in any South Beloit Jr. /Sr. High School athletic program. This includes team managers.

INSURANCE

Accident insurance is required for all students who participate in any South Beloit School athletic programs. The district pays all insurance fees for all activities.

ATHLETIC EMERGENCY CARD

Each student that participates in athletics or spirit squad/cheerleading is required to fill out an athletic emergency card before they can participate in practice or games. Each student must fill out the card for each activity in which they participate.

TEAM RULES

Each coach may establish rules specific to that individual team or sport, as they deem necessary. These rules may cover such areas as attendance and late policy for practices/meetings, dress codes on game days, etc. These rules do not preclude any rules or policy set down in section IX of this handbook. These rules should be composed and/or revised two weeks prior to first practice, approved by the Athletic Director and given to the student athletes in writing.



TRAINING RULES / PERSONAL CONDUCT

Code of Conduct

This Code of Conduct applies to all school-sponsored activities that are neither part of an academic class nor otherwise carry credit or a grade. Sponsors shall create a roster of students who are members or participants in an extracurricular activity and maintain attendance records.

The goal of the extracurricular program is to provide opportunities for students to pursue interests and develop life skills beyond the classroom. An additional goal of the athletic program is to develop the physical skills of student athletes, which will allow them to compete to the best of their ability within the School Board policies and the by-laws of any association of which the school is a member.

Members must conduct themselves at all times, including after school and on days school is not in session, as good citizens and exemplars of their school- they must behave in ways that are consistent with good sportsmanship, leadership, and appropriate moral conduct. They are expected to demonstrate good citizenship and exemplary conduct in the classroom, in the community, and during all facets of the activity.

The Code of Conduct below describes the expectations and goals of the extracurricular and athletic programs. This Code does not contain a complete list of inappropriate behaviors for students in extracurricular activities and athletics. This Code of Conduct will be enforced 365 days a year, 24 hours a day. A student may be excluded from activities or competition while the school is conducting an investigation regarding that student's conduct.

Students and their parents/guardians are encouraged to seek assistance from the student assistance program regarding alcohol or other drug problems. Family-referrals or self-referrals will be taken into consideration in determining consequences for Code of Conduct violations.

A student participating in an activity or athletic program will be subject to disciplinary action if he or she violates this Code of Conduct for Extracurricular Activities. Violations will be treated cumulatively, with disciplinary penalties increasing with subsequent violations.

The student shall not:

1. Violate the District's policies or procedures on student discipline;
2. Use of a beverage containing alcohol (except for religious purposes);
3. Use tobacco in any form;
4. Use, possess, buy, sell, barter, or distribute any illegal substance or paraphernalia;
5. Use, possess, buy, sell, barter, or distribute any object that is or could be considered a weapon or any item that is a "look alike" weapon. This prohibition does not prohibit legal use of weapons in cooking and in sports, such as archery, martial arts practice, target shooting, hunting, and skeet;
6. Attend a party or other gathering and/or ride in a vehicle where alcoholic beverages and/or controlled substances are being consumed by minors;
7. Act in an unsportsmanlike manner;
8. Vandalize or steal;
9. Haze other students;
10. Violate the written rules for the activity or sport;
11. Behave in a manner that is detrimental to the good of the group or school;



12. Be insubordinate or disrespectful toward the activity's sponsors or team's coaching staff;
13. Falsify any information contained on any permit or permission from required by the activity or sport.

Due Process Procedures:

Students who are accused of violating the Code of Conduct for Extracurricular Activities are entitled to the following due process:

1. The student should be advised of the disciplinary infraction with which he or she is being charged.
2. The student shall be entitled to a hearing before an appropriate administrator.
3. The student will be able to respond to any charges leveled against him or her.
4. The student may provide any additional information he or she wishes for the administrator to consider
5. The administrator, with the help of other staff member if needed, may interview material witnesses or others with evidence concerning the case.
6. If the administrator finds, after reviewing the evidence, that the violation occurred, he or she will impose sanction on the student as follows:
 - a. Sanction for violations other than drug and alcohol will be based on the nature of the offense and the number of offenses, and may include suspension from all activities or sports:
 - i. A specified period of time or percentage of events, competitions, or practices
 - ii. The remainder of the season or for the next season
 - iii. The remainder of the student's high school career
 - b. Sanctions for alcohol and other drug violations will be based on the following: (see levels of consequences.)

Any student athlete/extra-curricular participant, whose conduct (namely the use or association with alcohol, drugs, tobacco, and/or other unacceptable conduct in **or out** of school) will make him/her unqualified to represent South Beloit High School and Junior High School, and they may be suspended from interscholastic competition and/or extra-curricular activities.

1. The student athlete/extra-curricular participant shall not use or be in possession of tobacco in any form.
2. The student athlete/extra-curricular participant shall not possess, use, deliver, sell, transmit or attempt to possess, use, deliver, sell or transmit any alcoholic beverage, any non-prescription or illegal drug, or any substance which the student believes or represent to be, any of the foregoing, including, but not necessarily limited to look-a-likes.
3. The student athlete/extra-curricular participant shall not violate any criminal offense of any jurisdiction, except for petty offenses such as speeding, stop and signal violations, and the like. Conviction of a criminal offense is conclusive evidence that the student committed the offense. Other evidence may also demonstrate that an offense occurred. The mere arrest or charge may be sufficient to implicate and administer consequences under South Beloit School District #320 to said student, and/or may show that the student athlete participated in said offense.



4. Insubordination to any spectator, teacher, coach, or employee of South Beloit School District is grounds for suspension. If found to be in gross violation of the ethics of competition or the principles of good sportsmanship, said student may be barred from interscholastic athletic contests, either as a participant or spectator.
5. IHSA gives South Beloit High School the right to bar any person(s) from being a spectator, who may be found to be in gross violation of the ethics of competition or principles of good sportsmanship. Spectators may be likewise barred from Junior High events.

HOSTING OF ILLEGAL PARTIES

The student athlete/extra-curricular participant shall not host an illegal party or activity. An illegal party or activity shall be defined as a party or activity where alcohol or other illegal substances are present and available for minor's use. This will include activities within vehicles, and/or any other off site locations. (E.g. a corn field, public park area, motel room, etc.) The consequences for hosting an illegal party shall be the student athlete/extra-curricular participant's exclusion from competition/participation for one (1) calendar year beginning with the date of the administration's awareness. A student athlete/extra-curricular participant may not "Self-Report" hosting a party and will not be permitted the abeyance allowed under the Self Help Clause as stated in F of section XII.

RANDOM DRUG TESTING PROCEDURES

1. **Consent:** The parent and/or guardian and the student athlete/extra-curricular participant shall give consent for random drug and/or nicotine testing when they sign the Unit #320 "Athletic/Extra Curricular Code of Conduct and Responsibility Permission and Consent Sheet" as a condition to participate in the student athlete/extra-curricular program. Any student athlete/extra-curricular participant who refuses to sign a written consent for drug testing will not be allowed to participate in any athletic program or extra-curricular activity until the student signs such consent.
2. **Refusal:** Any student athlete/extra-curricular participant's refusal to be tested will be considered a positive test and will be subject to the actions specified below for "positive tests" and must submit to a test before entering another sport.
3. **Medication:** Student athletes/extra-curricular participants who have been or who are taking prescription and/or non-prescription medication must provide verification (either by a copy of the prescription, doctor's authorization or parental note for non-prescription medication) prior to being tested. Students who refuse to provide verification and test positive will be subject to the actions specified below for "positive tests."
4. **Student Selection:** During each sport season, fall, winter and spring, all athletes/extra-curricular participants may be randomly tested. At intervals of the sport's season, testing may be conducted at random, unannounced times. Each student athlete/extra-curricular participant will be assigned a number at the beginning of his or her athletic career or participation in any extra-curricular activity. The Athletic Director will provide the Superintendent with a list of all such student athletes, cross-referencing the student and his/her respective number. The Athletic Director shall maintain such list at the Superintendent's office with the contents remaining confidential. When a selection is made, the numbers of all student athletes and extra-curricular participants shall be placed in a box and a student leader, with Superintendent's supervision, will blindly draw numbers for the appropriate number of students from the box. After testing, a



student athlete's/extra-curricular participant's number will be returned to the testing population and will be subject to re-selection.

5. **IHSA Consent:** The parent and/or guardian and the student athlete/extra-curricular participant shall give consent for random performance-enhancing substance testing that is mandated by IHSA by reading and signing the following form “**Parent and Student Agreement/Acknowledgement Form Performance-Enhancing Substance Testing Policy**” as a condition to participate in the student athlete/extra-curricular program. Any student athlete/extra-curricular participant who refuses to sign a written consent for performance-enhancing drugs will not be allowed to participate in any athletic program or extra-curricular activity until the student signs such consent.

6. **Testing:** Once a student athlete/extra-curricular participant is selected, he/she will be accompanied by school personnel to the testing agency personnel for verification testing. The athlete/participant shall provide a sample of his/her urine in a verifiable manner. The student will not be under direct visual observation while providing the sample. The sample will be labeled with the date and the student's number. The Athletic Director shall verify with the student the accuracy of the cross-referenced number to assure that it is the student's number. Thereafter, the sample shall be sent to a registered laboratory, which shall test the sample for the presence of drugs and/or nicotine. The laboratory shall first test the sample using the enzyme multiplied immunoassay technique (“EMIT”). Any sample, which tests positive, is then re-tested using the gas chromatography/mass spectrometry method (“GC/MS”). The sample will not be tested for pregnancy or birth control or for prescription medications.

The District and the testing laboratory shall closely monitor and record the chain of custody of the sample to assure accuracy and anonymity of the testing procedure. The only school personnel who will know of the selection shall be the Superintendent, High School Principal, Athletic Director and District Nurse. ***The Athletic Director will not be present during the drawing of the student numbers.*** The only persons who shall be informed of the results of the drug test are the student athlete/participant, his or her parents or custodial parents or guardian, the Superintendent, High School Principal, Athletic Director and the Head Coach/Sponsor and/or Teachers (when necessary).

“Positive” Test: If a student's sample tests positive under both the EMIT and GC/MS tests, the student athlete/participant and his or her parents or guardian shall be notified of the results and meet with the Principal and the Athletic Director who shall give them the opportunity to provide additional testing or other means of explaining the positive result. If a satisfactory explanation is not made to the Principal and Athletic Director, the student athlete/participant shall be subject to the consequences of the violations. Each student/participant who tests positive shall be tested each time thereafter for the remainder of that school year and/or for the duration of the suspension when it extends into the next school year.

7. **Consent Statement:** “By signing the District #320 Athletic/Extra Curricular Code of Conduct Responsibility Permission and Consent sheet, the student/athlete extra-curricular participant and parent/guardian hereby acknowledge that they have received, read, and understand the Drug Testing policies and procedures. We desire that our son/daughter participate in this program and the interscholastic athletic or extra-curricular program of South Beloit Junior/Senior High School and hereby agree to be subject to its terms. Said student and parent/guardian accepts the method of obtaining urine samples, testing and analysis of such specimens, and all other aspects of the program. Each agrees to cooperate in furnishing such urine samples, which may be required from time to time.”



Each further agrees and consents to the disclosure of the sampling, testing and results as provided for in this program. This consent is given pursuant to all State and Federal Privacy Statutes and a waiver of rights to non-disclosure of such test records and results only to the extent such disclosure is authorized by this program.

CONSEQUENCES OF VIOLATIONS

Any participant of the listed activities in Section I, who is found to be in violation of Section IX, will be subject to:

1. First Offense:

- *Use, possession, buying, selling, bartering, or distributing: a suspension of one third of the total number of performances, activities, or competitions or the remainder of the season, whichever is shorter. This penalty will be reduced if the student successfully completes a school-approved chemical awareness program.*
- *Attendance at a party or riding in a vehicle where alcoholic beverages and/or controlled substances are being consumed: A suspension of one sixth of the total number of performances, activities or competitions, or the remainder of the season, whichever is shorter.*
- *The student will be required to practice with the group, regardless of the violation (unless suspended or expelled from school).*

Suspension for 20% of the total games/activities/year schedule. If the offense is within the last two (2) weeks of the season/activity, the suspension will be for the remainder of the season/activity and (2) weeks of the next scheduled sports season/activity beginning with the first contest/activity for that sport/extra-curricular activity. During the suspension, athletes/participants shall be required to be present (on the bench) during all games/activities. Additionally, they shall be required to attend all practices, events and team meetings. The student must also complete a drug assessment by an approved assessment facility, comply with that facility's recommendations, and complete an eight week Recovery Support Group session provided by the District Student Assistance Program (when available) to be eligible to return to participation. The athlete/extra-curricular participant will not be allowed to return to competition until these requirements are completed, or are in the process of being completed. If said student completes a season while suspended and student has completed all requirements for an award, that student athlete may be presented such award.

Some acts may be serious enough to earn a long-term suspension without first being granted a two-week suspension. Such acts may include, but not be limited to arrests for drug or alcohol related activities, or arrests for acts of violence. Students serving time in a detention center will be automatically suspended for the remainder of the season/activity.

2. Second Offense:

- *Use, possession, buying, selling, bartering, or distributing: a suspension of 12 weeks or 1 season, including suspension from all performances, activities, or competitions during this period. To participate again in any activities, the student must successfully participate in and complete a school-approved alcohol and other drug abuse assessment and follow all recommendations from that assessment.*



- *Attendance at a party or riding in a vehicle where alcoholic beverages and/or controlled substances are being consumed: A suspension of one third of the season and all extracurricular group performances, activities, or competitions during this period.*
- *The student may be required to practice with the group (unless suspended or expelled from school)*

The suspension will be in which the remainder of that season/activity and 50% of next scheduled sports/activity/year the student participates. Severity of the offense may lead to a full year suspension from all activities.

3. **Third Offense:**

- *Use, possession, buying, selling, bartering, or distributing: a suspension from extracurricular activities for the remainder of the student's high school career.*
- *Attendance at a party or riding in a vehicle where alcoholic beverages and/or controlled substances are being consumed: A suspension of one calendar year from the date of the suspension, including all extracurricular activities during this period.*

Results in suspension from athletics/extra-curricular activities for the remainder of their High School (Junior High) career.

4. **Remaining In Good Standing:** If a student who has been suspended for any violation and has not had any violations for a two year period, said student will return to step one level after completion of a calendar year for athletics/extra-curricular activities. Students who have been on step three (3) may return to step two (2) at the conclusion of a two-year suspension.
5. **Self Help Clause:** Any student who is involved with alcohol, drugs, and/or tobacco products may seek assistance through the Self-Help Clause of the Athletic Code. Under Self-Help the athlete must admit to the administration and/or the Student Assistance Team, that they have a problem with drugs, alcohol, and/or tobacco. This admission must occur before any investigations of violations by this student have been brought to the attention of the Athletic Director or his designee when the Athletic Director is unavailable. The consequences of the reported violation will then be held in abeyance and will not be assessed, unless additional evidence surfaces that are not self-reported, as long as the student completes the following requirements: The student enter and complete a school approved alcohol/drug or tobacco program to be considered for Self-Help. The cost of this program is the responsibility of the student and his/her parents. The student must also enter and complete an eight-week Recovery Support Group session provided through the District Student Assistance Program when such a program is available to the student. All information about this student will be held in strict confidence. Any infractions of the Code of Conduct after the student seeks Self Help, said student will automatically be assessed the penalties of the second infraction, as stated above. **It should also be noted that a student that is found to have hosted an illegal party/activity cannot use the "Self-Help Clause" for reporting hosting the party.**
6. **Alcohol Education Certification:** Students who are participating in Athletics at South Beloit High School will be required to take a course on Alcohol use. They may find the link at **lifeofanathlete.com**. Coaches will ensure at the beginning of each season heir players have gone through the course. This course dictates the life of a former athlete and how alcohol changed his life. Athletes are required to complete the course and print out a certificate which they will then give to the Athletic Director.

All decisions made by the Athletic Director will be reported to the Principal and Superintendent.



Any athlete/participant who faces disciplinary action shall be afforded a due process procedure for appeal. The “Due Process” procedure, which courts of law recognize as a necessary part of any rules and regulations, will be utilized as a procedure even though school districts are not subject to the same stringent levels of proof as would be necessary in a court of law. Due process furthermore, and of primary importance, recognize the rights of the individual since it outlines his/her recourse in the event he/she feels an inappropriate decision has been made.

SUSPENSIONS

1. All members of the South Beloit coaching staff, the faculty, and administration may notify the Athletic Director of a situation indicating a violation that can lead to an investigation, which may lead to a suspension.
2. Suspensions involving drugs, alcohol, tobacco products and look-a-likes will be recommended by the Athletic Director. The recommendation will be made after the Athletic Director and Principal have discussed the allegations, interviewed such witnesses as appropriate and completed other actions as necessary to determine the facts of the matter.
3. The Head Coach, Principal and Superintendent will be notified verbally and in writing of said suspension by the Athletic Director.
4. Suspensions may be appealed by the student athlete, as follows:
 - a. First level of appeal is to the Athletic Director.
 - b. If not satisfied, second level, to the Superintendent
 - c. If not yet resolved, third and final level, to the Board of Education.

During the appeal procedure, the suspension shall remain in effect until otherwise directed.

5. Student athletes shall not be suspended for the following:
 - a. Lawful participation in educational, social or political organizations of activities unless disruptive to the school functions.
6. Athletes held out of competition because of rule violations shall not be defined as suspended.
7. Athletes may appeal a coach’s withholding decision using the appeals procedure.

PRACTICE OR GAME TIME

Each student athlete/participant will be given adequate notice as to the time of each practice or game/activity. Student athletes/participants are not to loiter in the gym or school area unless a coach/sponsor is in the area. Disruption of another team’s practice may result in appropriate disciplinary action.

TRAVEL AND CONDUCT ON TRIPS

1. Team/activity members must use the mode of transportation provided by the school to and from the site of the contest or game. In the event, a parent wishes to have their son/daughter ride directly with them they must sign their son/daughter out of the contest and assume all liability. At no time will permission be granted to anyone other than the student’s parent or guardian. If a student athlete/participant misses a bus to a contest, he/she may not participate unless the administrator in charge of the game gives approval.



2. School transportation will leave at the predesignated time.
3. Coaches may exercise their prerogative (with consent of driver when necessary) in the following areas:
 - a. Team dress.
 - b. The degree of talking and singing on the way to or from a contest or practice.
 - c. The consumption of food or drink on the bus (consent of driver).
 - d. The use of radios with or without headsets, (consent of driver when on a bus).
4. All players/participants shall conduct themselves in such a way as to reflect positively on themselves, their family, their community and South Beloit Jr. /Sr. High School at all times.
5. Coaches/sponsors shall have the responsibility for student behavior and the cleanliness on a bus on which food or beverages are consumed. The coaches/sponsors shall see that the litter or spilled food or beverages are cleaned up prior to departing from the bus at the end of the trip

EQUIPMENT

1. Locks furnished for gym class may be used by athletes to secure their lockers. Each student is responsible for the proper care and safe keeping of the equipment issued him or her. Lockers are to be secured before and after practices as well as during showering. Lost, stolen or damaged items must be paid for in the Jr. /Sr. High School office. No award or further participation in extra-curricular activities will be allowed until assessed fines are resolved. Only under extreme circumstances may the A.D. grant absolution, and then, only with the approval of the Principal. (For example, the vandalism of locker rooms or damaging individual equipment).
2. Any student athlete in possession of South Beloit High School uniforms or equipment, or another school's athletic equipment of uniform, without an acceptable explanation will be suspended from further athletic competition for one full year beginning at the date of said offense.
3. School athletic equipment issued to a student athlete is to be worn only in games, meets, or certain practices unless approved by the Athletic Director. Violation of this rule will result in non-participation of the next scheduled contest.

DROPPING OR CHANGING SPORTS

1. Student athletes may drop/change any sport only if the following procedures are followed:
 - a. Verbal communication from player to coach.
 - b. All equipment returned to the school.
 - c. Sign written statement stating he/she will give up his/her right to participate in that sport for the remainder of the season, signed by student and parent.
2. Agreement between both coaches and Athletic Director shall precede changing from one sport to another sport activity. This shall also be true if a player is cut from one squad for discipline and reports to another.



ATTENDANCE

1. A student/athlete may represent only South Beloit High School.
2. A student/athlete must be enrolled and be attending classes no later than the beginning of the 11th school day of the semester.
3. If a student/athlete attends school for ten or more days during any one semester, it will count as one of the eight semesters he/she is allowed of athletic eligibility during their High School career.
4. If student/athlete is absent from South Beloit High School for ten consecutive days during a semester, except for specific reasons out-lined in the IHSA. By-laws, he/she will be ineligible for the remainder of the semester.
5. All players/participants are expected to attend all practices and games/activities unless excused by the head coach/sponsor.
6. Players/participants may not participate in any contest, activity or practice unless they have attended all classes on the day of practice or competition, unless the Athletic Director excuses the absence. Athletes with a detectable pattern of “sleeping in” the day after a contest will face similar restrictions.

RESIDENCE

1. Each student/athlete is eligible to attend the public school in the district in which his /her parent/guardian lives. If he/she attends a non-public Junior High School, he/she will be eligible if you enroll for the first time in South Beloit High School as a ninth grade student.
2. If a student/athlete attends South Beloit High School for their entire High School career, but their parents move from the district after he/she has completed 11th grade, they may remain in attendance at the school, upon approval of the South Beloit Board of Education, and be eligible for their senior (12th grade) year.

TRANSFER

In all transfer cases, both the Principal of the school from which the student transfers and the school to which the student transfers must approve of the transfer and execute a form provided by the IHSA Office. This form is to be initiated and signed by the Principal of the school to which the student transfers and provided to the Principal of the school from which the students transfers for signature by that Principal. A student is not eligible to participate in an interscholastic contest until the transfer form, fully executed by both Principals, is on file in the offices of the school to which the student transfers.

PARTICIPATION LIMITATIONS

1. After a student enrolls in ninth grade, they will be eligible for only eight semesters.
2. A student/athlete’s last two semesters of eligibility must be consecutive.



AGE

A student shall be eligible through age nineteen (19) unless the student shall become twenty (20) during a sport season, in which event eligibility shall terminate on the last day of that season.

PLAYING UNDER A FALSE NAME

If a student competes under a false name, the Athletic Director will immediately suspend that student from further competition and report any other student/athlete who contributed to the violation.

RECRUITING OF ATHLETES

1. Recruitment of students or attempted recruitment of students for athletic purposes is prohibited, regardless of their residence.
2. It shall be a violation of this rule for any student athlete to receive or be offered any remunerations of any kind or to receive or be offered any special inducement of any kind, which is not made available to all applicants who enroll in the school or apply to the school.

AMATEUR STATUS

1. For winning or placing in actual athletic competition, a student in a member school may accept a medal, cup, trophy or plaque, from the sponsoring agent regardless of cost.
2. A student in a member school may accept any other award for participation in an athletic contest, or for athletic honors or recognition, which does not exceed \$20 in fair market value, in the following sports: badminton, baseball, basketball, bowling, cross country, football, golf, gymnastics, soccer, softball, swimming, tennis, track and field, volleyball, wrestling, and any other sport in which the student's school provides interscholastic competition. In addition, a student in a member school may receive and retain items of wearing apparel, which are worn for non-school athletic competition as part of a team uniform provided for and worn by the student during competition.
3. A student in a member school may accept a school letter for an interscholastic sport, regardless of cost.
4. Violation of the provisions of IHSA By-law 3.091, 3.092, or 3.093 shall cause ineligibility in the sport in which the violation occurred. An official ruling must be secured from the Executive Director before any student who violates these rules may be instated to eligibility.

USE OF PLAYERS

A student/athlete may never appear at an interscholastic contest in the uniform of South Beloit High School, while they are ineligible.

PLAYING ON NON-SCHOOL TEAMS

1. When a student/athlete is participating on a school team in a sport at South Beloit High School, they may neither play on an outside team nor compete in outside competition in that "Same Sport" during the school season. "Same sport" is defined by the IHSA as organized competition involving any skill of the sport.



2. While a member of a school team, each student/athlete may play on a non-school team or engage in non-school competition in any other sport with written permission of the coach of the sport in season. Each student is a member of a South Beloit athletic team when your name is placed on the eligibility certificate.
3. Each student may compete on National and International teams provided the IHSA has given written permission to do so.
4. Each student may try out for a non-school team in the same sport while on a South Beloit High School team (and your name may be placed on the non-school roster), but may not practice, receive instruction in the skill of the sport or participate in competition with the non-school team until they cease being a member of South Beloit's team. A student ceases being a member of South Beloit's team when the team(s) of which you are a member, terminates for the school year (final state contest for the varsity team), or has officially dropped from that sport.
5. A student will become ineligible if he/she plays on any Junior College, College or University team during their High School career.
6. Violation of 1-5, above, may result in loss of all eligibility for a minimum of one calendar year per IHSA rules.

“ALL-STAR” PARTICIPATION

No student at a member school shall participate on an all-star team in basketball, football, soccer or volleyball during the student's high school career; except that after completing their interscholastic athletic eligibility in any one of these sports, a student may participate in one (1) all-star contest in that sport, provided the school season for that sport has been completed, and the contest is approved by the Board of Directors.

COACHING SCHOOLS

During the school year, a student/athlete may not attend a coaching school for any interscholastic sport (better known as camps or clinics), while they are participating in that sport.

GENERAL AWARDS

1. Jr. High athletes receive certificates of participation.
2. Freshman, eligible for awards, will receive only one set of numerals during their freshman year. Certificates will be given in other sports where the freshman awards are earned during the rest of the school year.
3. Sophomores, eligible for awards, will receive only one small “S” during their sophomore year and certificates will be given for additional awards earned that year.
4. The varsity level award shall be a large “S” with a pin designating each sport. Only one “S” will be awarded to each athlete. All athletes may receive varsity awards if eligible.
5. Metal sport pin inserts will be awarded for each year of Varsity lettering, beyond the first.
6. Coaches will make the final decisions as to the award the player has earned.



ATHLETIC FEES

Students must pay the mandatory athletic fee of \$40 before the first contest of any sport. If the student fails to pay the mandatory fee, they will be held out of all contests until the fee is paid in full.

Fees for Bowling are as follows: \$15 tryout fee, \$42.50 bowling fee (covers lane fees and tournament entries), \$40 athletic fee. Total amount for bowling is \$97.50.

Student athletes are expected to be responsible and violations of the athletic/extracurricular handbook will result in some type of disciplinary action. However, not all situations, penalties or combinations thereof are included in the handbook. Because the athletic/extracurricular handbook discussions of specific topics are designed to be a guide in maintaining a healthy school environment, no exceptions of contractual rights should be assumed. If a certain situation occurs that is not covered in the handbook, the administration will make the final decision after consulting with the student athlete/participant, and the parent or guardian.



CONCUSSION INFORMATION

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.

SYMPTOMS MAY INCLUDE ONE OR MORE OF THE FOLLOWING

- | | |
|--|---|
| <ul style="list-style-type: none"> • Headaches • “Pressure in head” • Nausea or vomiting • Neck pain • Balance problems or dizziness • Blurred, double, or fuzzy vision • Sensitivity to light or noise • Feeling sluggish or slowed down • Feeling foggy or groggy • Drowsiness • Change in sleep patterns | <ul style="list-style-type: none"> • Amnesia • “Don’t feel right” • Fatigue or low energy • Sadness • Nervousness or anxiety • Irritability • More emotional • Confusion • Concentration or memory problems (forgetting game plays) • Repeating the same question/comment |
|--|---|

SIGNS OBSERVED BY TEAMMATES, PARENTS AND COACHES INCLUDE:

- Appears dazed
- Vacant facial expression
- Confused about assignment
- Forgets plays
- Is unsure of game, score, or opponent
- Moves clumsily or displays incoordination
- Answers questions slowly
- Slurred speech
- Shows behavior or personality changes
- Can’t recall events prior to hit
- Can’t recall events after hit
- Seizures or convulsions
- Any change in typical behavior or personality
- 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/>

I. Recognition of a Concussion

a. Common signs and symptoms of sports-related concussion:

i. Signs (observed by others):

- Athlete appears dazed or stunned
- Confusion (about assignment, plays, etc.)
- Forgets plays
- Unsure about game, score, opponent
- Moves clumsily (altered coordination)
- Balance problems
- Personality change
- Responds slowly to questions
- Forgets events prior to hit
- Forgets events after the hit
- Loss of consciousness (any duration)

ii. Symptoms (reported by athlete):

- Headache
- Fatigue
- Nausea or vomiting
- Double vision, blurry vision
- Sensitive to light or noise
- Feels sluggish
- Feels "foggy"
- Problems concentrating
- Problems remembering

iii. These signs and symptoms are indicative of probable concussion. Other possible causes for these symptoms should also be considered.

b. Cognitive impairment (altered or diminished cognitive function)

- ##### i. General cognitive status can be determined by simple sideline cognitive testing.



- ii. AT (Athletic Trainer) may utilize SCAT (Sports Concussion Assessment Tool), or other standard tool for sideline cognitive testing.

II. MANAGEMENT AND REFERRAL GUIDELINES FOR ALL STAFF

c. Suggested Guidelines for Management of Sports-Related Concussion

- i. Any athlete with a witnessed LOC (loss of consciousness) of any duration should be transported immediately to nearest emergency department.
- ii. Any athlete who has symptoms of a concussion and is not stable (i.e., condition is changing or deteriorating), is to be transported immediately to the nearest emergency department.
- iii. An athlete who exhibits any of the following symptoms should be transported immediately to the nearest emergency department.
 1. deterioration of neurological function
 2. decreasing level of consciousness
 3. decrease or irregularity in respirations
 4. decrease or irregularity in pulse
 5. unequal, dilated, or unreactive pupils
 6. any signs or symptoms of associated injuries, spine or skull fracture, or bleeding
 7. mental status changes: lethargy, difficulty maintaining arousal, confusion or agitation
 8. seizure activity
 9. cranial nerve deficits
- iv. An athlete who is symptomatic but stable, may be transported by his or her parent/guardian. The parent/guardian will be advised to contact the athlete's primary care Physician, or seek care at the nearest emergency department, on the day of the injury.
 1. **ALWAYS** give the parent/guardian the option of emergency transportation, even if you do not feel it is necessary.

III. PROCEDURES FOR THE CERTIFIED ATHLETIC TRAINER (*if available*)

- a. The ATC will assess the injury, or provide guidance to the coach if unable to personally attend to the athlete.
- b. Immediate referral to the athlete's primary care Physician or to the hospital will be made when medically appropriate (see section II).
- c. The ATC will perform serial assessments, and utilize the SCAT (Sport Concussion Assessment Tool) or ImPact (when available).
 - i. The Athletic Trainer will notify the athlete's parents and give written and verbal home and follow-up care instructions if a concussion is determined.
 1. Follow-up care instructions vary by case but generally include:
 - a. Monitoring symptoms and seek medical attention if symptoms worsen
 - b. Do not allow individuals with concussions to operate heavy machinery (including but not limited to driving a car)



- c. Avoiding bright lights, loud noises, electronics (including but not limited to TV, cell phones, video games)
- d. Avoiding mind strenuous activities and other activities that intensify symptoms

IV. GUIDELINES AND PROCEDURES FOR COACHES

RECOGNIZE, REMOVE, REFER

- a. **Recognize** concussion
 - i. All coaches should become familiar with the signs and symptoms of concussion that are described in Section I.
 - ii. Very basic cognitive testing should be performed to determine cognitive deficits (i.e. what quarter it is, are you on offense/defense, name, date, what school they are playing, what they ate that day).
- b. **Remove** from activity
 - i. If a coach suspects the athlete has sustained a concussion, the athlete should be removed from activity until evaluated medically.
 1. **Any athlete who exhibits signs or symptoms of a concussion should be removed immediately, assessed, and SHOULD NOT be allowed to return to activity that day unless assessed and cleared by an ATC or Physician.**
 2. **When in doubt, keep them out.**
- c. **Refer** the athlete for medical evaluation
 - i. Coaches should report all head injuries to the ATC, as soon as possible, for medical assessment and management, and for coordination of home instructions and follow-up care.
 - ii. Coaches should seek assistance from the host site AT if at an away contest.
 - iii. If the AT is unavailable, or the athlete is injured at an away event, the coach is responsible for notifying the athlete's parents of the injury.
 1. Contact the parents to inform them of the injury and make arrangements for them to pick the athlete up at school.
 2. Contact the AT with the athlete's name and home phone number, so that follow-up can be initiated.
 3. Remind the athlete to report directly to the AT on the day he or she returns to school after the injury.
 - iv. In the event that an athlete's parents cannot be reached, and the athlete is able to be sent home (rather than directly to MD):
 1. The Coach or AT should insure that the athlete will be with a responsible individual, who is capable of monitoring the athlete and understanding the home care instructions, before allowing the athlete to go home.
 2. The Coach or AT should continue efforts to reach the parent/guardian.



3. If there is any question about the status of the athlete, or if the athlete is not able to be monitored appropriately, the athlete should be referred to the emergency department for evaluation. A coach or AT should accompany the athlete and remain with the athlete until the parents arrive.
4. Athletes with suspected head injuries should not be permitted to drive home.

V. RETURN-TO-PLAY (RTP) PROCEDURES

- a. Returning to participate on the same day of injury
 - i. As previously discussed in this document, an athlete who exhibits signs or symptoms of concussion, or has abnormal cognitive testing, should not be permitted to return to play on the day of the injury. Any athlete who denies symptoms but has abnormal sideline cognitive testing should be held out of activity. **“When in doubt, hold them out.”**
 - ii. If a collision occurs and contact with the head is sustained, only qualified health care professionals, including athletic trainers can clear an athlete back to play on the day of suspected injury.
- b. Return to play after concussion
 - i. The athlete must meet all of the following criteria in order to progress to activity:
 1. Asymptomatic (showing no symptoms) at rest and with exertion (including mental exertion in school) without the use of over the counter or prescribed pain medication (Specific prescribed pain medication such as Vicodin or codeine or over the counter analgesics such as Tylenol/acetaminophen or Advil/ibuprofen).
 2. Improved results of ImPact test to meet or exceed the score of the athlete’s baseline or initial concussion test. (When available)
 - ii. Once the above criteria are met, the athlete will be progressed back to full activity following a Stepwise Process, under the supervision of the ATC (when available).
 - iii. Progression is individualized, and will be determined on a case by case basis. Factors that may affect the rate of progression include: previous history of concussion, duration and type of symptoms, age of the athlete, and sport/activity in which the athlete participates. An athlete with a prior history of concussion, one who has had an extended duration of symptoms, or one who is participating in a collision or contact sport should be progressed more slowly.
 - iv. **Stepwise Progression** supervised by a Certified Athletic Trainer (when available):
 1. No Activity / Complete Rest - do not progress to Phase 2 until asymptomatic
 2. Light aerobic exercise - walking, stationary bike
 3. Sport Specific Drills and/or Light Strength Training (e.g., skating in hockey, running in soccer)
 4. Non-Contact Training Drills



5. Full-contact training after medical clearance
6. Full Game play

Note: If the athlete experiences post-concussion symptoms during any phase, the athlete should drop back to the previous asymptomatic level and resume the progression after 24 hours.

- v. The ATC and athlete will discuss appropriate activities for the day. The athlete will be given verbal instructions regarding permitted activities.
- vi. The athlete should see the AT daily for re-assessment and instructions until he/she, has progressed to unrestricted activity.



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SOUTH BELOIT C.U.S.D. #320

ATHLETIC/EXTRA-CURRICULAR CODE OF CONDUCT AND RESPONSIBILITY PERMISSION AND CONSENT FORM

By signing the South Beloit C.U.S.D #320 Athletic/Extra Curricular Code of Conduct and Responsibility Permission and Consent Form, we hereby acknowledge that we have received and have read and understand all of the policy and procedures set forth in this handbook, including the Drug Testing policy and procedure. We desire our son/daughter to participate in this program and the athletic/extra-curricular program of South Beloit High School and hereby agree to be subject to its terms.

PARENT OR LEGAL GUARDIAN

Parent Name (print): _____

Parent Signature: _____ Date: _____

STUDENT

Student Name (print): _____ Grade (7-12) _____

Student Signature: _____ Date: _____

Address	City	State	Zip Code
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(____) _____ - _____
Phone Number



South Beloit High C.U.S.D. #320 Athletics Emergency Card Information

Sport(s) I plan to Participate in: _____, _____, _____

Forms must be filled out **COMPLETELY** and return to Athletic Director **prior to participation**

PERMISSION FOR TREATMENT

Permission is hereby granted to attending medical personnel to provide needed medical or surgical treatment, dispense medication, and conduct diagnostics for:

STUDENT-ATHLETE NAME _____ Birth date ____/____/____

PLEASE PRINT NAME

In the event of serious illness or injury, or the need for major surgery, I understand that an attempt will be made by a physician, coach or other representative of my High school to contact my parent, guardian or other designated contact. If said physician or representative is unable to communicate with them, the necessary treatment for the above student may be given.

Parent Name (print): _____

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____

PERMISSION FOR RELEASE OF INFORMATION

I, _____ understand that it is sometimes necessary to discuss and/or forward my medical information both past and present with other authorized medical staff in the best interest of my continued healthcare. Authorized medical staff would include Certified Athletic trainers, student athletic training assistants, school Nurse, Team physicians and their staff, and my personal physician as designated by me. Further, as an athlete I understand that my injury/health status as it pertains to my sport needs to be reported to my coach and/or athletic director.

Therefore, I give my permission to release medical information under these circumstances. This shall be valid as long as I participate in High school athletics until graduation, transfer or revoked in writing by me.

Parent Name (print): _____

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____

EMERGENCY INFORMATION AND CONTACTS

Allergies: _____

Current Medications taking: _____

Contact lenses Y N Hard or Soft _____

Kidney Condition/Injury Y N _____

Glasses Y N _____

Heart Condition Y N _____

Dental Appliances Y N Where? _____

Epilepsy Y N _____

Screws / Plates Y N Where? _____

Diabetes Y N _____

Asthma Y N _____

Hearing Problem Y N _____

Last Tetanus Shot: _____

Other: _____

Other Current Medical Conditions: _____

Parent/Guardian Full Name (Print): _____

Address: _____ **City:** _____ **Zip Code:** _____

Mother Phone: Home # _____ **Work #** _____ **Cell #** _____

Father Phone: Home # _____ **Work #** _____ **Cell #** _____

If unable to reach parent call - Name (print) _____ Relationship _____

Home # _____ **Work #** _____ **Cell #** _____

Hospital Preference: _____ Primary Care Physician (PCP): _____

Primary Care Address: _____ City: _____ Zip Code: _____

Primary Care Phone # _____

Insurance Carrier: _____ (for ambulance / hospital information)