

## ATHLETIC/CO-CURRICULAR ELIGIBILITY POLICY

The RSU14 Board of Directors maintains the philosophy that extra-curricular and co-curricular activities, including athletics, are an extension of its instructional program. Further, the Board maintains that it is a privilege, not a right, to participate in any given activity. With the privilege of participating in school activities comes the responsibility to maintain high academic, conduct, and ethical standards.

Sports, co-curricular and extra curricular activities create an environment in which to instill core values such as discipline, respect, responsibility, fairness, trustworthiness and good citizenship. Positive competition and a spirit of excellence are defining values promoted through activities in school. The RSU14 student must always keep in mind that a contest is only an event, designed and conducted to promote the physical, mental, moral, social and emotional well being of the individual. The student must also realize that it is a privilege to participate in school programs and always remember they are representing their family, school, and community. Students who participate in athletics and co-curricular activities are subject to additional rules and sanctions as described in the RSU14 Parent/Student Athletic/Co-Curricular Guide.

The RSU14 athlete/student agrees to adhere to the Student Code of Conduct. At any time an RSU14 athlete/student does not abide by the Student Code of Conduct, they can expect to be disciplined.

### I. ACADEMIC ELIGIBILITY

- A. All regulations of the Maine Principals' Association (MPA) concerning eligibility for interscholastic activities shall be enforced.
- B. In addition to the MPA requirements, RSU14 requires all students to pass all classes, per grading period. (Grading period defined as quarter grades) A student who fails one class will go on probation for three weeks. The student may practice with their team / participate in the club/activity during the probation period, but may not participate in any competitions. At the end of the three weeks, (15 academic days) the student must be passing all classes. (Verification form circulated by student and returned to Athletic Administrator/Co-Curricular Advisor.) If the student is failing any classes at this time, they become ineligible. (Grading period is defined as Quarter / Trimester Grades.)
- C. ***Quarter Grades Eligibility:*** A student who does not meet the requirements stated in A-B will become ineligible. Ineligible is defined as not being allowed to practice, play or participate in any manner with their team / activity. If tryouts are required for an activity while the student has been deemed ineligible, the student may try out for, but not participate in meetings, events / competitions once the team / group has been chosen.

- D. Students who are ineligible may begin practicing one week prior to the end of a grading period. They must turn in a signed form to the Athletic Administrator / Co-Curricular Advisor, stating the student is in good standing with all their teachers.
- E. An incomplete will not count as a passing grade for credit. Catastrophic illness or injury accounting for an incomplete may require special consideration by the Principal, Athletic Administrator, or Co-Curricular Advisor. A withdrawal failure recorded on the permanent record will count as a failure for academic eligibility.
- F. Fourth quarter / trimester grades from the previous academic year will be used to establish eligibility for the next Fall athletic season / co-curricular activity season.
- G. This policy will apply to all athletic activities / co-curricular and extra-curricular activities sponsored by RSU # 14, as listed in Exhibit A.
- H. **Special Consideration:** With Administrative approval, special consideration could be given to individuals with extenuating circumstances. An appeal may be made to the Principal if a student believes extenuating circumstances have impacted their ability to pass a (one) course. Students must be able to document a learning difficulty, efforts to access assistance and/or other interventions.

**II. GENERAL RULES OF RSU # 14 ATHLETICS**

- A. All athletes must meet the eligibility requirements as set by RSU14 and the MPA.
- B. All athletes must have permission to play by parent or guardian.
- C. All athletes must have a **current** medical examination prior to initial participation on file at the Middle Schools or the High School. An exam is current for a period of two years from date of exam.
- D. All athletes must have proof of insurance before participating in athletics.
- E. All athletes must abide by the training and participation rules set up by the coach.
- F. As representatives of your team, school, and community, the athlete's appearance will be neat at all times. The appropriateness of an athlete's dress or appearance will be left to the coach and school administration.
- G. All athletes must travel to and from the game with the team. An exception to this will be permitted for valid reasons, but only under the following conditions: the parent or guardian must present themselves personally to the coach to pick up the student, the parent or guardian must sign the Athletic Transportation release form. These conditions must be met by all athletes regardless of the age of the athlete. It is the intent of the School Board that this privilege not be misused, but the School Board recognizes that there are times when team bus travel from a game could cause a hardship.

## **B. Concerned Person / Self Referrals / No Violation of School Policy**

### **1. Concerned Person**

- a. Consult with coach, administrator, school counselor, or social worker, or other appropriate personnel, to evaluate student's behavior
- b. Meet with student to establish relationship and discuss concerns over use (if student admits problem, follow self referral procedure)
- c. Review policy and procedures
- d. School counselor or social worker who received the information then convenes a meeting of the Drug & Alcohol Response Team.
- e. D.A.R.T. evaluates the concerns and determines need for follow up screening/evaluation by a chemical abuse counselor, formulates recommendations, and develops a plan of action.
- f. An appointed member of the D.A.R.T. notifies parents/guardian.

### **2. Self Referral**

- a. Person receiving referral information consults with school counselor or social worker
- b. School counselor or social worker who received the information, with the student's consent, may then convene a meeting of the Drug & Alcohol Response Team, or alternatively, they may refer the student directly to a chemical abuse counselor, if appropriate
- c. The chemical abuse counselor meets with the student to conduct assessment, as appropriate, and make recommendations
- d. The chemical abuse counselor may, with informed written consent of the student, discuss the student's case with the D.A.R.T. for further recommendations, which may include parent notification.
- e. The chemical abuse counselor and student develop an action plan.

## **ATHLETE'S CODE OF ETHICS**

The Windham athlete must always keep in mind that an athletic contest is only a game, designed and conducted to promote the physical, mental, moral, social and emotional well being of the individual player. The player must also realize that it is a privilege to participate in athletic programs and they must always remember they are representing their family, school, and community both on and off athletic courts and fields. The Windham athlete agrees to adhere to the following code of ethics.

- A. Officials, coaches, opponents, and teammates will be treated with respect.
- B. Victory will be accepted modestly, defeat gracefully, and the Windham athlete will never quit.
- C. The athlete will, at all times, control their emotions and never argue with officials.
- D. Decisions will be accepted as they are made and the athlete will abide by them.

- E. The athlete will keep physically and mentally fit and agree to observe all training rules set by their coach.
- F. The athlete will never conduct himself/herself in a manner unbecoming of a gentleman or a lady.
- G. The Windham athlete will never use profanities, whether in games or at practices.
- H. No athlete will ever instigate or willfully involve themselves in a fight with opposing teams.
- I. Hazing – Maine statute defines injurious hazing as “any action or situation, including harassing behavior, that recklessly or intentionally endangers the mental or physical health of any school personnel or a student enrolled in a public school.” It is the policy of the Board that injurious hazing activities of any type, either on or off school property, by any student, staff member, group or organization affiliated with the school unit, are inconsistent with the educational process and shall be prohibited at all times. Administrators, faculty members, students and all other employees who fail to abide by this policy may be subject to disciplinary action which may include suspension, expulsion or other appropriate measures.
- J. A sport season is defined as the first day of regular season practice to the completion with the sports banquet for that season.

At any time a Windham athlete does not abide by the above Code of Ethics they can expect various forms of discipline at the discretion of the coach, Athletic Administrator, or School Administration. This discipline can take many different forms up to and ***including removal from the athletic program.***

***In consideration for the privilege of participating in WRSD athletics, the Windham Raymond School Dept and the Windham Police Dept may disclose to one another any information that they have, including, but not limited to, information about drug or alcohol use or possession, that is relevant to the student's compliance with the Windham Raymond School Department's Athletic/Co-Curricular Eligibility Policy (IGDJ) and Drug & Alcohol Use by Students Policy (JFCI). Information shared by the School Department and the Police Department may be used only for the purpose of enforcing and investigating possible violations of these policies and will be disclosed only to those who have a need to know the information for this purpose. I understand that this consent to disclose information waives rights the parents and/or student may have under the Family Educational Privacy Rights Act (FERPA) and State laws regarding confidentiality of juvenile criminal information.***

## V. STUDENT DISCIPLINE

It is the philosophy of the RSU # 14 Board of Directors that all students should conduct themselves properly in the school academic environment. The following infractions are listed with the athletic / co-curricular consequence.

- A. **Late Night Detentions** – A late night detention for any reason other than A or B at Administrators discretion will result in the athlete / student not being allowed to participate on the day of the next prior-scheduled contest / activity / meeting / practice.
- B. **Multiple Late Night Detentions** – will result in the athlete / student not being allowed to participate in prior scheduled contests, games or events for a one-week period. Any following offenses will result in dismissal from the team / activity.
- ~~C.~~ **Suspensions / In-School Suspensions** – Any suspension of more than one day will result in the athlete / student not being allowed to participate in contests / events / activities / meetings / practices for a two-week period. A second suspension of more than one day will result in team dismissal / dismissal from co-curricular activities for sixty (60) school calendar days. It is required that all athletes / students be in attendance with their team / club at all contests from which they have been suspended.
- ~~D.~~ **Substance Abuse Violation –Refer to the Drug & Alcohol Use by Students Policy (File Code: JICH) and the Regulation JICH-R for Substance Abuse.**
- E. Infractions will be accumulated from the time a student enters high school until they receive their diploma.
- F. Failure to comply with the recommendations of the DART Team will result in dismissal from the activity/sport.

### SUBSTANCE ABUSE REGULATIONS FOR ATHLETIC & CO-CURRICULAR PROGRAMS

#### Procedures

Athletics / Co-Curricular program policy is separate from, yet consistent with, general school rules and procedures. When a disciplinary referral occurs as a result of a violation in school or at a school-related function, the administrative procedures defined in the current RSU # 14 Drug & Alcohol Use by Students Policy, as well as those defined in the athletic / co-curricular policy, will be followed. The Athletic Substance Abuse Policy also pertains to off-campus activities. A sports season is defined as the period from the first day of tryouts to the end of the sport banquet or event.

**Infractions will be accumulated from the time a student enters high school until they receive their diploma.**

Day 3: Athlete will participate in a full practice with no restriction

Day 4: Athlete may participate in a game

*\*If any symptoms return during any of the steps above, that athlete will return back to the previous step before moving forward to full participation.*

***\*These are the minimum standards for an athlete to return to sport. We reserve the right to add additional steps depending on severity of an individual situation.***

#### **Other Concussion Syndromes:**

##### Second-Impact Syndrome

Second-impact syndrome occurs when a second concussion occurs before the previous concussion fully healed, even if both the injuries were mild. Second-impact syndrome is a rare event but can cause significant danger for athletes who return too soon after suffering a previous concussion. Second-impact syndrome is characterized by an auto regulatory dysfunction that causes rapid and fatal brain swelling, and can result in death in as little as two to five minutes.

##### Post-Concussion Syndrome

Following a concussion, athlete may suffer a number of lingering symptoms for varying lengths of time. If this occurs the athlete will be held for sports until the symptoms are gone. The return to play protocol will be altered according to the symptoms and how long these symptoms occurred. Dr. Bean will be responsible for setting these new standards.

#### **Concussion Practices:Windham Middle School/Jordan Middle School**

Baseline testing will not be offered free of charge at the Middle Schools. Testing can be taken at Orthopedic Associates (“OA”) in Windham for a small fee.

If your child receives a concussion please call OA to schedule a follow-up test. Once clear to participate the same Return to Play Protocol will be required as stated above. If a child does not have ImPact they need to be cleared by a physician trained in concussion management.

Once they have been clear by this doctor the athletes will follow the same Return to Play Protocol.

## CONCUSSION PROTOCOL

Here at RSU 14 we value an athlete's health in the highest regards and take every concussion seriously. Windham High School (WHS) will be providing baseline concussion test to every high school athlete (*free of charge*).

### **Requesting Exemption from Baseline Testing:**

Athletes requesting exemption will require written consent from parent/guardian. To request your athlete be exempt, please contact the athletic office and complete the appropriate forms.

### **Faculty Responsibility:**

All coaches in RSU 14 have been trained to recognize the signs and symptoms of a concussion.

We requiring that coaches immediately remove any athlete with suspicion of a concussion from all sports until proper clearance is received by a physician, specifically trained in concussion management.

### **Returning to Sport:**

Dr. Bean, of *Orthopedic Associates*, will read the follow-up exam unless another doctor is specifically requested. All athletes will also be required to follow the '*Return to Play Protocol*' prior to returning to sport.

### **Return to Play Protocol:**

1. Athletes will be required to take and pass the ImPact test (computerized test that helps to identifying a concussion), and there must be NO signs or symptoms of a concussion.
2. Athletes are also required to follow the '*Return to Play Transition Steps*':
  - Day 1: Athlete will participate in cardio. They athlete will walk, run, or bike for 30 minutes.
  - Day 2: Athlete will participate in a light practice with the following restriction:  
NO heading, NO tackling/hitting, NO stunting

## **A. Disciplinary Referrals**

### **1. Possession/Use – First Offense**

- a. verify incident by school official
- b. notify administration of incident
- c. administration to follow normal administrative procedures
- d. discuss concerns with student
- e. inform parent/guardian
- f. suspend student for three athletic/co-curricular events or for three weeks, whichever is greater (an event is considered any officially sanctioned match/game/contest)
- g. require student to meet with a substance abuse counselor for assessment and follow the counselor's recommendations. Failure to comply may lead to suspension for the season, or 60 school calendar days.
- h. encourage parents to attend an educational program on abuse of alcohol and other drugs.

### **2. Possession/Use – Second Offense**

- a. verify and discuss the incident with student
- b. notify administration of incident
- c. administration to follow normal administrative procedures
- d. notify parent, and Superintendent and police, if appropriate
- e. suspend for sixty (60) school calendar days
- f. require an assessment before participation in another team sport or co-curricular activity
- g. require student to attend an educational group and/or other recommended services, as determined by the DART Team, before participating in another team sport/co-curricular event
- h. Encourage parents to attend an educational program on abuse of alcohol and other drugs

### **3. Possession/Use – Third Offense**

The student will be dismissed from any athletic/co-curricular participation for one (1) calendar year from the date of the infraction.

### **4. Selling or Furnishing or Soliciting**

- a. verify and notify administration of incident
- b. administration to follow normal administrative procedures
- c. notify parent/guardian, Superintendent and police
- d. suspend (from athletics / co-curricular) for the remainder of the year
- e. require a non-clinical assessment before student can participate in other activities
- f. student to attend an educational group and/or follow other recommendations of the D.A.R.T.
- g. recommend parents attend an educational program on drugs and alcohol

## Sports offered at Windham

### Fall

<b>Field Hockey:</b>	MS Girls 7, 8 HS Girls First, JV, V
<b>Football:</b>	HS First, JV, V
<b>Cross Country:</b>	MS Boys 6-8, Girls 6-8 HS Boys Varsity, Girls Varsity
<b>Soccer:</b>	MS Boys 7, 8 MS Girls 7, 8 HS Boys First, JV, V HS Girls First, JV, V
<b>Cheering:</b>	HS Varsity
<b>Golf:</b>	HS Varsity
<b>Volleyball:</b>	HS Girls V & JV

### Winter

<b>Basketball:</b>	MS Boys 7, 8 - MS Girls 7, 8 HS Boys First, JV, V HS Girls First, JV, V
<b>Cheering:</b>	HS JV, V
<b>Ice Hockey:</b>	HS V
<b>Indoor Track:</b>	MS Boys 6-8, Girls 6-8 HS Boys Varsity HS Girls Varsity
<b>Alpine Ski:</b>	HS Boys Varsity, Girls Varsity
<b>Swim:</b>	MS Boys 6-8, Girls 6-8 HS Boys Varsity, HS Girls Varsity
<b>Wrestling:</b>	MS Boys & Girls 6-8 HS Boys & Girls Varsity

### Spring

<b>Baseball:</b>	MS Boys 8 HS First, JV, V
<b>Softball:</b>	MS Girls 8 HS First, JV, V
<b>Tennis:</b>	HS Boys Varsity HS Girls Varsity
<b>Outdoor Track:</b>	MS Boys 6-8, Girls 6-8 HS Boys Varsity HS Girls Varsity
<b>Lacrosse:</b>	HS Girls JV, V HS Boys JV, V

- H. Students transferring to our school, must have left the previous school in good standing. Upon confirming, it will be left up to the athletic director's discretion for eligibility.
- I. It is an expectation that as a member of a school team you will not allow outside activities/sports to interfere with attendance/practices/competitions on a school sanctioned team and a defined conflict could result in possible discipline or removal from the school team. ( MPA ruling Section 2D)

### **III. INSURANCE**

- A. No student in RSU14 schools can participate in an authorized Maine Principals' Association **athletic** activity without adequate coverage as provided by a protective accident insurance policy.
- B. RSU14 schools have an available accident insurance plan, for a small cost, which will provide the required coverage.
- C. The athlete is presently protected by an adequate insurance policy which contains the necessary requirements and provides coverage for injuries resulting from participation in the athletic activity named: therefore, RSU14'S available insurance plan is not needed or desired.
- D. In the event that the necessary coverage for the athlete contained in the insurance policy presently in existence terminates or ceases to provide the required protective coverage, the principal of the schools shall be notified immediately.
- E. It is agreed that the State of Maine and the RSU14 schools shall not be responsible or liable for injuries to the student resulting from the participation in the athletic activity.

### **IV. ATTENDANCE TO SCHOOL**

- A. No student shall take part in a practice, game, event or activity on a day when they have been tardy, absent or dismissed from school.
  - 1. Since it is understandable that emergencies do occur, the following adjustment to the this rule have been made:
    - a. A student will be allowed one tardy per sport season co-curricular season, for any reason other than illness, if the student arrives before the end of Block 1 / Period 1.
    - b. Any tardy that occurs after Block 1 / Period 1 will result in a student not being able to participate on that day.
- B. Exceptions to the above rule will take place if the reason for the infraction is a professional appointment that must be scheduled during the school day. (doctor, dentist, drivers license test, senior pictures, etc.) An appointment card must be turned in at the office for any such appointment.
- C. The Principal or his/her Designee has the right to adjust for extenuating circumstances when necessary.