

# **HURLEY SCHOOL DISTRICT**



## **ATHLETIC HANDBOOK**

**2019 – 2020**

# HURLEY SCHOOL DISTRICT ATHLETIC HANDBOOK FOR PARENTS AND STUDENTS

## GENERAL ELIGIBILITY RULES

All students who wish to participate in our athletic program must comply with the rules and regulations set by the Wisconsin Interscholastic Athletic Association (WIAA). All questions regarding eligibility need to be directed to the athletic director. Failure to meet WIAA eligibility requirements can lead to team forfeits and the offending student-athlete can be rendered ineligible for the remainder of the sports season. When in doubt, check with the athletic director on all eligibility issues.

These include:

- Having a WIAA physical examination card on file.
- Complying with ALL WIAA regulations for eligibility.
- Following grade eligibility set by the Hurley School District along with the code of conduct and training rules set forth in this handbook.

## ATHLETIC INJURIES

- All injuries must be reported to the coach and athletic director immediately.
- All students must have signed physical cards turned in before they can participate in practice as well as games.
- Please inform the coaching staff of any special medical problems or medical history your child may have (see last page of handbook).
- Should an injury be discovered after the participant has returned home, the coach and athletic director should be contacted at once.

## EQUIPMENT

One of the values of athletics is to teach responsibility, and this applies to the care of athletic equipment as well as other school property. We expect each student to take excellent care of this equipment. In most sports, the school will LOAN every student the equipment necessary to participate in the athletic activity except shoes, socks, t-shirts, and athletic supporters. The original equipment issued to you as a participant must be returned at the end of the season. You will be held financially responsible for any lost or misplaced equipment. This includes failure to return equipment should you decide to drop a particular sport and also failure to return equipment at the end of the season.

## RESPONSIBILITIES

Participation in our athletic program is extended to all students. Students must uphold the integrity of the student body, their school, and teammates at all times, both on and off the field of play. Therefore, it is required that you:

- Display outstanding sportsmanship.
- Display respect for those in authority, including officials of the school and fields.
- Athletes are expected to ride to and from out of town contests with the squad. Should a parent wish to transport his or her child home from a contest, a transportation form must be signed and returned to the head coach or athletic director 24 hours before the contest.

- An athlete is expected to be in school the day of the contest and the following day if it is a school day. It is further expected that athletes will display high standards in school work. Please see “Grade Eligibility” for a complete explanation of academic eligibility.
- All candidates are expected to attend all practices. If you feel ill, or for some other reason are unable to attend practice, you must contact the head coach before being excused from practice. Every attempt should be made to notify the head coach before the scheduled practice begins.
- Players attending an event away from home are expected to dress with special care. They represent the school, and a well-dressed appearance is essential.
- Athletes medically excused for physical education class or other classes on a given day may not practice or play in a game on that day.

## AWARDS

An athlete must be a member of the squad at the end of the season and fulfill ALL team and individual obligations to be eligible to earn a letter award. An athlete suspended for any violation during the sport season shall not be eligible for any all-conference honors or awards.

## DRESS CODE

Each coach will be responsible for enforcing a team dress code.

## GRADE ELIGIBILITY

59% or below and/or an incomplete constitutes a failing grade in any class. There are two ways the school will monitor a student’s academic eligibility.

### 1. QUARTER GRADES

Quarter grades will be used to determine eligibility at the beginning of each sports season. After the second week of the season, bi-weekly grade checks will be used.

#### **When a student has a single “F”**

- Any single “F” or Incomplete received in a class will result in a two-week probationary period as well as suspension from the next contest following the end of the quarter. During this probationary period, the student will be allowed to compete following the one contest suspension, but must bring his/her grade to a passing level. If the student has not raised the grade to a passing level at the end of the two-week probationary period, he/she will be suspended from competition until a passing grade in that individual class is achieved.

#### **When a student has two or more “F’s”**

- If a student receives two or more failing grades in one marking period, the student will be suspended from athletic competition for a minimum of 15 scheduled school days, under the provisions of this section, and may not compete until the school day following the 15-day ineligibility period. Students will be eligible to practice during this time, but will not suit up or travel with the team to games. If the student is not receiving a passing grade in all classes previously failed, the athletic suspension will continue until passing grades are achieved.

## **FALL SPORTS**

### **When a student has a single “F” at the conclusion of the 4<sup>th</sup> quarter:**

- A student with a single “F” on the grade report following the conclusion of the 4<sup>th</sup> quarter will be ineligible from the first contest of the fall season or have the option to do credit recovery over the summer through the school district’s board approved online programming options. A scrimmage does not count towards suspension.

### **When a student has two or more “F’s” at the conclusion of the 4<sup>th</sup> quarter:**

- The minimum ineligibility period shall be the lesser of 21 consecutive calendar days beginning with the date of the earliest allowed competition in a sport OR one-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction). A scrimmage does not count towards suspension.

## **2. BI-WEEKLY GRADE CHECKS**

Bi-weekly grade checks will be used to monitor grades during the sports season after the initial quarter grade check is used at the beginning of each sports season. Grades will be checked every two weeks. Student-athletes will be notified if their academic performance is insufficient. Bi-weekly grade checks will continue to take place for students on suspension. Students are responsible to maintain passing grades during a suspension. When coming off of a suspension, students must be passing all classes.

Students who are ineligible for either a bi-weekly grade check violation or an end of a quarter F will not be permitted to miss the class in which the suspension occurred. For example, if a student is failing or failed a 7<sup>th</sup> hour class, that student will be required to attend that 7<sup>th</sup> hour class even on early dismissal days for their team until the grade is no longer an F.

### **A student/athlete is ineligible during the bi-weekly grade check when:**

- A single “F” is not improved after the two-week probationary period. That student is ineligible until the grade is above the “F” at the next bi-weekly grade check. Grade checks will follow the bi-weekly grade check calendar.
- Two “F’s” render a student-athlete ineligible from contests. The two “F’s” can be at the quarter or on a bi-weekly grade check. The student is ineligible until the next bi-weekly grade check.

Please note that regular season contests are based on what the WIAA allows for a maximum schedule and not what is scheduled by the school or team. For example, basketball is allowed a maximum of 22 contests per regular season. Games that are postponed or canceled due to acts of God or weather WILL count toward an athlete’s suspension. For example, if a game is started but not finished due to weather or an act of God, the game will count as part of the athlete’s suspension. If the game is canceled with no make-up date set, the game will also count toward the athlete’s suspension.

## **CODE OF CONDUCT AND TRAINING RULES FOR ATHLETES**

**THE HURLEY SCHOOL DISTRICT IS A MEMBER OF THE WISCONSIN INTERSCHOLASTIC ATHLETIC ASSOCIATION (WIAA) AND MUST FOLLOW RULES AND REGULATIONS OF THE ASSOCIATION. THE WIAA RULES REQUIRE SCHOOLS TO HAVE AN ATHLETIC CODE OF CONDUCT. THE CODE APPLIES TO ATHLETES ON A YEAR-ROUND (12-MONTH) BASIS.**

- **Curfew**

Curfew for athletes during the sports season in which they are participating will be handled by the head coach of the sport.

- 1<sup>st</sup> offense will be determined by the head coach of the sport.
- Repeats will be determined by the head coach of the sport.

- **The following offenses will adhere to the same progression of consequences:**

**Smoking and Chewing**

Squad members may not use or have possession of tobacco or a tobacco-like substance in any form, including E-Cigarettes and Vaping.

**Drinking**

Squad members may not use, have possession of, or control of alcoholic beverages.

**Stealing, Vandalism, Gross Misconduct, or Acts of Violence**

Stealing – Squad members cannot steal or have stolen property in their possession at any time.

Vandalism – Malicious vandalism, damage to, or destruction of property in our school, other schools, or community will not be tolerated.

Gross Misconduct/Acts of Violence – Any involvement with law enforcement will also call for an investigation by the athletic department and administration that may result in further disciplinary action not listed below.

- 1<sup>st</sup> offense: Suspension from playing in 25% of the current season or next season's contests (if not currently in a sport) the athlete participates in after the violation. He/she is also required to successfully complete two sessions in an approved educational counseling, assistance, and/or assessment program and follow through with the recommendations before being eligible for reinstatement. The athlete must end the season in good standing. If the student athlete does not complete a season in good standing, the entire penalty will be served in the next sport's season.
- 2<sup>nd</sup> offense: Suspension from playing in 50% of the current season or next season's contests (if not currently in a sport) the athlete participates in after the violation. He/she is also required to successfully complete four sessions in an approved educational counseling, assistance, and/or assessment program and follow through with the recommendations before being eligible for reinstatement. The athlete must end the season in good standing. If the student athlete does not complete a season in good standing, the entire penalty will be served in the next sport's season.
- 3<sup>rd</sup> offense: One calendar year suspension from the date of the incident in all sports.
- 4<sup>th</sup> offense: Permanent suspension from Hurley School District Interscholastic Athletic Programs.

- **Illegal Drugs**

The possession and/or use of any mood-altering chemical not specifically prescribed by a physician or anabolic steroids or any paraphernalia associated with the use of any illegal drug.

- 1<sup>st</sup> offense: Three academic calendar months with a mandatory assessment by a certified AODA counselor. This assessment should be completed within one month of the violation. Written verification of attendance must be given to the school prior to reinstatement.
- 2<sup>nd</sup> offense: Six academic calendar months with a mandatory assessment by a certified AODA counselor. This assessment should be completed within one month of the violation. Written verification of attendance must be given to the school prior to reinstatement.

- 3<sup>rd</sup> offense: Permanent suspension from Hurley School District Interscholastic Athletic Programs.

- **Absences**

**Absence from practice:** Student-athletes who are absent from practice the day prior to a scheduled event must be cleared by the coach/athletic director to participate.

**Absence from school the day of a contest:** Student-athletes who are absent from school the day of the event or contest, must be in class for a minimum of four hours of class prior to leaving for the event. The building principal or athletic director may determine when extenuating circumstances apply.

**Student Attendance/Truant Absences from School**

Any athlete who is truant, any part of an hour or more hours of a day, will not be eligible for the next athletic competition. Students are required to be in attendance at 8:00 a.m. the day of or following a competition, home or away, regardless of the return time.

**Unexcused Absences from Practice**

Athletes are expected to attend all practices. They may be excused from practice by the head coach only. Penalties for unexcused absences from practice will be levied by the head coach. An unexcused absence may result in dismissal from the squad.

- **Academic Dishonesty**

Students will follow the criteria of the academic honesty policy as outlined by the Hurley School District student handbook. In the event that a student-athlete commits an act of academic dishonesty, the building principal and athletic director will determine the consequences which could include a possible suspension from Hurley School Athletics.

**NOTE: When teams participate during non-academic calendar months (i.e. football on August 1<sup>st</sup>) time accrued during this time will count toward a suspension provided the student-athlete finishes the season in good standing.**

**The consequence for any infraction of the Hurley School District Athletic Handbook during the time of a suspension will include an extension of the current suspension.**

## PROCEDURES FOR DEALING WITH VIOLATIONS

### Reporting a Violation

Any responsible adult, staff member, or coach who witnesses or learns of a possible violation of the athletic code is to report the violation to the school athletic director.

The athletic director will investigate and identify penalties for alleged violations of the Athletic Code. A fact-finding meeting with the athletic director shall be held to make an initial determination within five (5) calendar days of the report of the alleged incident and/or prior to the next contest, if possible.

If a violation is substantiated by clear and convincing evidence, the established consequences will be imposed. The parent(s)/guardian(s) will be informed of the nature of the accusations and the consequences by the athletic director.

If a student who has been declared ineligible is permitted to participate in interscholastic competition because of a preliminary court ruling or injunction but is then found to have been ineligible by the courts, one or more of the penalties outlined below may be taken in the interest of restitution and fairness to other member schools.

- Team Sports – Baseball, Basketball, Football, Softball, Volleyball  
The school must:
  - Forfeit all contents involved.
  - Adjust its place in conference standings and/or relinquish its place in tournament standings.
  - Return team and individual awards.
- Individual Sports – Cross Country, Tennis, Track & Field, Golf  
The school must:
  - Eliminate all matches, places, points, scores, etc., of the involved student as an individual, and eliminate all contributions made by the involved student toward the team score.
  - Reduce team points (score) and adjust conference standings and/or tournament places.
  - Return awards of the individual(s) and, if appropriate, after adjusting standings, team awards.Therefore, the Hurley School District cannot allow participation by the individual(s) until the injunction is settled and/or suspension, if any, is served.

### **Self-Reporting**

Student-athletes, who of their own accord, report their alcohol, tobacco or other drug violations to the athletic director by 12:00 p.m. the day following the incident may have their suspension reduced by one-half. This self-reporting reduction is available only once during the athlete's career and results in the student-athlete waiving his/her right to appeal the suspension. If an athlete self-reports a criminal violation of the athletic code, it will be taken into consideration, along with the severity of the offense, when determining the length of the suspension. Self-reporting doesn't guarantee the suspension will be reduced as each case is unique and the district may have already been aware of it.

## **VIOLATIONS COVERING MULTIPLE SPORTS**

If a student is involved in more than one sport during a season, he/she will serve the violations according to the athletic code for each sport.

Students who have multiple violations at one time will serve the more severe punishment, but it will go on record as a dual violation.

A student who receives a suspension at the end of one season to be served in a subsequent sport must finish that season in good standing or none of the suspension time served counts. For example, a student cannot go out for a sport simply to use up un-served suspension time and then quit the sport. He/she must complete the entire season in good standing for the suspension to be considered as having been served.

Prior to the application of the above penalties, an investigation will be conducted by school officials. Any coach, teacher, administrator, law enforcement official, or other responsible member of the community observing an infraction of the code will report the infraction to the coach or high school principal verbally or in writing, and the school district shall assure the confidentiality of the source of such information if requested.

If an athlete is judged as in violation of the athletic rules and regulations, and after the penalty is assessed, he/she will be notified in writing by the athletic department of the nature of charges and the penalty. The athlete and his/her parents may appeal the violation. For the procedure of appeal, see "Appeal Procedures and Due Process" in the Athletic Handbook.

Any student found to have knowingly misled school officials and/or withheld information concerning his/her own violation that is being investigated by school officials shall be subject to suspension equal to double the normal specified for the infraction.

## **APPEAL PROCEDURES AND DUE PROCESS**

Anyone wishing to be heard with respect to a determination made pursuant to this code will adhere to the following procedure:

The appeal must be presented to the district administrator in writing within five (5) school days from the date the determination of the violation is communicated by the athletic director. District administration will schedule a fact-finding meeting which will include the athletic director, principal, student, and parent(s)/guardian(s) within two (2) days of receiving the appeal. Notification of the appeal will be sent to all parties within two (2) days. The final step available in the appeal process would be for the parent/guardian to provide a written request to meet with the school board if not satisfied with the district administrator's decision.



**PLEDGES – MEDICAL EMERGENCY**

**PARENTS/GUARDIANS: After reading the preceding pages, please sign below and have your student return this page to the head coach prior to the first practice.**

I agree to assume full responsibility for all equipment issued to me and to confine the use of such equipment to practices, games, and meets. I will agree to pay for all equipment which I may lose, misplace or damage through carelessness or intents.

Athlete’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I agree to abide by all rules and regulations set forth in the pages of this handbook, including the training rules and regulations set down by the coaching staff.

Athlete’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I, as a parent/guardian of the above-named student, have read the policies and rules set forth for the athletic participation at Hurley High School, and give my son/daughter permission to participate under these conditions.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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In case of accident or serious illness, I request the school to contact me. If the school is unable to reach me, I hereby authorize the school to call the physician indicated below and to follow his/her instructions. If it is impossible to contact his/her physician, the school may make whatever agreements seem necessary.

Local Physician: \_\_\_\_\_ Physician’s Phone Number: \_\_\_\_\_

Physician’s Address: \_\_\_\_\_

Allergies: \_\_\_\_\_

Other Conditions: \_\_\_\_\_

Remarks: \_\_\_\_\_

Parent/Guardian Contact Numbers:

Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Emergency contact if parent/guardian cannot be reached:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_