

ATHLETICS HANDBOOK

FOR

**KIMBALL AND WHITE LAKE ATHLETIC
COOP**

GRADES 7-12

School Board approved August 2014
Updated Aug. 1, 2018

Dear Participants and Parents:

Please find the Athletics Policy Handbook by the Kimball and White Lake Boards of Education. We would like you and your child to study this policy. Your child may not participate in athletics unless he/she returns the signature form on the back page of this policy handbook. If your child would like to compete in athletics, their physical form must be up-to-date.

Please return the signed form to your coach.

Should you have any questions, please call the Kimball school at 778-6231 or White Lake School at 249-2251

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NONDISCRIMINATION STATEMENT

The Kimball and White Lake School Districts will not discriminate in any of its policies, practices, and programs, or educational programs on the basis of age, race, color, creed, national origin, ancestry, religion, sex or disability and will not violate any of the provisions of applicable federal programs, statutes or regulations (e.g., Title IX, Title I, Rehabilitation Act Section 504, American's with Disabilities Act).

In keeping with this statement, the following will be objectives of the Kimball and White Lake School Districts.

1. To promote the rights and responsibilities of all individuals as set forth in the state and federal constitutions, pertinent legislation and applicable judicial interpretations.
2. To encourage positive experiences in human values for children and adults who have differing personal and family characteristics or who come from various socioeconomic, racial and ethnic groups.
3. To carefully consider, in all decisions made which affect the schools, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
4. To initiate a process of reviewing all policies and practices of this school district in order to achieve to the greatest extent possible the objectives of this policy.
5. To work toward a more integrated society and to enlist the support of individuals as well as that of groups and agencies, both private and governmental, in such an effort.

The Board's policy on nondiscrimination will extend to students, staff, the general public and individuals with whom it does business.

Inquiries concerning the application of Title VI (Business Manager); Title IX (Superintendent); or Section 504 (Principal) may be made at 300 South East Street, Kimball, South Dakota 57355 or 502 E Division St, White Lake SD 57383 – by phone (605) 778-6231 or (605) 249-2251 - or to the Regional Director, Department of Education, Office for Civil Rights, 1244 Speer Blvd. Suite 310, Denver, Colorado 80202-3582.

In compliance with applicable federal laws and regulations, Kimball and White Lake School Districts have appointed the Superintendent of Schools to coordinate district programs and compliance with federal mandates prohibiting discrimination. The Kimball School Superintendent can be reached at Box 479, Kimball SD 57355, phone-778-6232. The White Lake School Superintendent can be reached at Box 246, White Lake SD 57383, phone-249-2251.

CLUB SPORTS

A club sport is an activity that may or may not be financially supported by the school district. Club sports can be affiliated with the school but may be financially supported by the parents, athletes or other

entities. Athletes participating in club sports must follow all rules and policies in accordance with the Kimball/White Lake Athletics Handbook.

CONCUSSIONS

Every athlete will complete an online concussion test prior to the start of the sport season. This test will be administered by school administration or the school athletic trainer. The purpose of the test is to provide baseline measurements which can be utilized if the athlete suffers a concussion. The baseline measurements will be active for 2-3 years depending on prior history of concussions. Please refer to Appendix B for Return to Play Criteria for an athlete who suffers a concussion.

PARENT/COACH RELATIONSHIP

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children. As parents, when your children become involved in our program, you have the right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.

COMMUNICATIONS YOU SHOULD EXPECT FROM YOUR CHILD'S COACH

1. Philosophy of the coach.
2. Expectations the coach has for your child as well as all players on the squad.
3. Location and times of all practices and contests.
4. Team requirements, i.e. fees, special equipment, off-season conditioning.
5. Procedure should your child be injured during participation.
6. Discipline that result in the denial of your child's participation.

COMMUNICATIONS WHICH COACHES EXPECT FROM PARENTS

1. Concerns expressed directly to the coach.
2. Notification of any schedule conflicts well in advance.
3. Specific concern in regard to a coach's philosophy and/or expectations.

As your child becomes involved in the programs at both Kimball and White Lake High School, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times discussion with the coach is encouraged.

APPROPRIATE CONCERNS TO DISCUSS WITH COACHES

1. The treatment of your child; mentally and physically.
2. Ways to help your child improve.
3. Concerns about your child's behavior.

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain things can be and should be discussed with your child's coach. Other things, such as those following, must be left to the discretion of the coach.

ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES

1. Playing time
2. Team strategy
3. Play calling
4. Other student-athletes

PROCEDURE TO FOLLOW IF YOU HAVE A CONCERN TO DISCUSS WITH A COACH

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the others position. When these conferences are necessary the following procedure should be followed to help promote a resolution to the issue of concern.

1. Call to set up an appointment.
2. If the coach cannot be reached, call the Activities Director. He will set up the meeting for you.
3. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times and they do not promote resolution.

SCHOOL CLOSING AND EXTRA-CURRICULAR ACTIVITIES

If school is not in session due to inclement weather, including excessive heat or humidity, all practices and activities (athletic and non-athletic) will be canceled. The Superintendent may allow an activity to be held, at his discretion.

STUDENT ACTIVITY TRANSPORTATION

All students participating in an out of town school activity shall travel to and from such activities on vehicles furnished by the school district and under approved school supervision unless excused as herein provided:

1. A school administrator, upon prior parent or guardian request in writing, and provided a release form is signed in advance in the presence of a school official, and after consultation with the instructor/coach involved in the activity, may:
 - a. Allow a student to travel to and/or from an activity with a parent or guardian.
 - b. Allow a student to travel to and/or from an activity with an adult other than a parent or guardian.
 - c. Allow a student to be released to alternative transportation and supervision at some point between the site of the activity and Kimball/White Lake.
 - d. Allow a student to travel to and/or from practice with personal vehicle if school transportation is not available. (Must be approved by school administration.)
2. An instructor/coach may, at their discretion, allow a student to travel to and/or from an activity with a parent or guardian of a student upon request of the parent or guardian personally made to the instructor/coach.

POLICIES AND REGULATIONS

Effective Dates

The effective dates of this policy will be as follows:

Beginning date will be either on the first meeting held for the activity or on the first day of school.

Ending dates will normally be on the last day of school. The ending date for state track meet and state golf meet participants will be when the participants return from the state meet.

Absences and Extra-Curricular Activities

To participate in extra-curricular activities held after regular school hours, a student must attend school for a minimum of (one-half a school day or the equivalence of 4 periods) and the absence for the remainder of the day must be excused. This rule may be waived by the Administration.

Physicals

In accordance with SDHSAA regulations, students must pass a physical examination in order to participate in a sport. The athlete must turn in to the main office a physical card signed by a licensed physician before he may practice. A physical form turned in after last day of school meets the requirements for all sports during the next school year. Physicals will be at the parent's expense and are required every year for students participating in extra-curricular activities.

Curfew

Athletes will be subject to a curfew on the night prior to a competition, match, event, or game. The curfew will be set at 10:30PM. The curfew will not apply if athlete is under supervision of a parent/guardian. If transportation back from a school sponsored event exceeds the curfew, athletes will have 30 minutes extended to their curfew from the time they are released by the activity administrator.

1st Offense: Warning

2nd Offense: Ineligible for (1) competition date

3rd Offense: Ineligible for (2) competition dates

Basic Participation Rules

Participation in extra-curricular activities is a privilege extended to all students. It is the intent of policies governing these activities to encourage participation by any student who wishes to avail themselves of the opportunity. As with any activity, the participant is expected to follow certain rules.

There are four basic rules sometimes referred to as training rules. These rules are:

- a. a participant shall not use alcoholic beverages
- b. a participant shall not use tobacco
- c. a participant shall not use a controlled substance nor possess any controlled substance or paraphernalia
- d. inappropriate behavior (behavior not in line with good sportsmanship or which can be deemed abusive toward another person.)

Regarding violation of basic participation rules in the event that a student violates these rules anytime during the school year, if they have less than two weeks of competition remaining for that season, the penalty will carry over to the next extra-curricular activity but will not carry over to the next school year.

Prior to imposition of any punitive action, any alleged violation of the basic participation rules will be

reviewed by a committee consisting of the coach/ supervisor, athletic director/activities coordinator, and principal/administrator.

Any sixth grade student who participates at the Junior High level is subject to all policies and regulations.

Violation of the above rules will result in the following consequences:

First Offense

A student will be suspended from participation in all athletic activities for two (2) competition dates. This includes all meets, tournaments, and games, but not practices or rehearsals. In addition, the student will not receive a letter or award in any activity he/she is participating in at the time.

It is not the intent of this policy to be punitive with consequences for first-time violations by automatically removing a letter. Our intent is to encourage the participant to recognize their error and to recognize the necessity of following the rules therefore, a student may petition during the last month of school to have the letter reinstated. The determination will be made by the director of the particular activity, the assistant director (if there is one) and the Activities Director. Lack of cooperation, improper attitude, and other lack of respect for the activity are some factors that will be considered in making a decision. A suspended student will be required to attend events with the team in street clothes.

Second Offense

A student will be suspended from participation in all extra-curricular activities for the remainder of the current sport season. The student will not receive a letter or award in any activity he/she is participating in at the time of the offense. In addition, the student will forfeit the right to petition for reinstatement of awards which were revoked at the time of the first offense. A suspended student will be required to attend events with the team in street clothes.

Third Offense

The student will not be allowed to participate in any extra-curricular activities of any manner for the balance of the school year. ALL rights to petition for reinstatement of awards are forfeited.

ACADEMIC ELIGIBILITY

Middle school shall have the same policy as high school.

1. SDHSAA Regulation

A student must pass four solid or core academic subjects per semester. If a student does not pass four "solids" the first semester, then he/she will be ineligible for the second semester.

For a complete list of SDHSAA rules, see Appendix A.

2. School District Policy

Athletes will follow their school's academic eligibility policy. A student must pass all academic classes. If a student is failing a class, the student shall be ineligible until the next grade check. At that time, all grades will again be checked and if all grades are passing, the student is once again eligible. If the student is not passing all of their classes, they are still ineligible until the next grade check point.

3. Ineligibility due to grade deficiency is effective upon written notification to parents. The parents will be deemed to be notified on the day after the notification of deficiency is mailed, with the exception of Saturday mailing, in which case parents will be notified the following Monday.

An ineligible student will be required to attend events with the team dressed in street clothes.

POLICIES FOR EARNING A LETTER

Letter Awards

Individuals will receive a "KWL" emblem for lettering the first time. They will receive only one letter while attending Kimball/White Lake High School. All awards after the first letter will be a bar and/or a certificate.

Special Awards

Special awards for basketball, football, volleyball, cross country, track, wrestling, golf, and cheerleading will be decided upon by the respective coaches. No more than 6 awards will be presented for each sport.

Letter Requirements

- a. Basketball: 1/4th of total quarters of varsity game play and/or coaches' discretion.
- b. Football: 10 quarters of varsity game play
- c. Track: Score 3 points in a meet that has 4 teams or more or gain a total of 6 points during the track season.
- d. Wrestling: Must compete in 12 varsity matches or win 4 varsity matches (Excluding Forfeits)
- e. Cheerleading and Dance Squad: Completion of season, except if injury or illness prevents completion.
- f. Volleyball: Must compete in one-third of the games played during the regular season.
- g. Golf: Coaches' Discretion
- h. Cross Country: Compete at 1/3 of Varsity meets or coaches discretion.

To meet the lettering requirements, a participant must complete the season for the activity, unless injury or sickness prevents the completion of the season. If a student is unable to complete the season due to medical reasons, it becomes the responsibility of the student and/or parents to talk to the coach and activity director, and discuss the medical reasons, and request that the letter be awarded.

Awards will be presented at the awards program for the particular sports.

RESPONSIBILITIES

A. Student

It is the responsibility of all students involved in the athletic program of the Kimball and White Lake School Districts to maintain the following:

1. Training rules
2. Scholastic standards set forth by the SDHSAA and Kimball and White Lake School Districts
3. Work within the team concept.
4. Be at practice sessions, practice meets, games, and other team activities and have a positive attitude towards these.

5. Maintain training and work on skills to improve oneself in the off-season.
6. Respect oneself, coaches, parents, school and team members.
7. Be enthusiastic about your team, school and community.
8. Represent the Kimball and White Lake School Districts in a positive manner at all times

B. School District

1. Provide adequate facilities for activities.
2. Provide adequate equipment for participation.
3. Provide positive support within the school community.
4. Hire and maintain qualified coach/supervisor.
5. Maintain policies which enhance the activities programs.

C. Coach/Supervisor

1. Provide a positive attitude toward the student participants.
2. Provide instruction in the basic skills of an activity.
3. Be firm but fair.
4. Carry out the policies of the Kimball and White Lake School Districts.
5. Represent the Kimball and White Lake School Districts in a positive manner at all times.
6. Set a proper example for participants in words and deeds.
7. Have a respect for participants and spectators.
8. Notify parents if a participant is to be removed from an activity.

D. Administration

1. Carry out policies of the Board of Education.
2. Provide support for all co-curricular programs.
3. Provide support for activity sponsors.
4. See that adequate facilities and equipment are available.
5. Represent the Kimball and White Lake School Districts in a positive manner at all times.

ATHLETIC PROGRAMS: 7-12 GRADES

The coaching staff will have the sole responsibility for selection of participants in their 7-12 sport program. The determination will be made on the basis of attitude, enthusiasm and performance during practice and competition.

The head coach will be responsible for the philosophy of the entire program. The coaching staff will encourage work on the basic skills in the off-season and if possible students should attend a summer camp.

Track Program: Grades 7-12

All students in grades 7-12 will be able to participate on a level the coaches feel they are capable of handling or prove they can handle. The program is broken down as follows:

Varsity: Any student in grades 7-12 is able to compete at the varsity level.

Junior High: The coaching staff will encourage athletes to maintain a training regimen during the off season. 6th Graders will be allowed to participate at JH track meets only.

Basketball Grades 7-8:

Any seventh or eighth grader who wishes to may participate. Coaches will make every effort to see that each athlete receives an equal opportunity to participate. If the team has 7 or less players, the coach has the option to bring up any 6th grader who would like to play.

Basketball: Varsity Grades 7-12:

The coaching staff will encourage the individual basketball player to work in the summer on their basic skills and maintain a training regimen.

Wrestling: Varsity Grades 7-12

The varsity wrestling program will be composed of students in grades 7-12. The coach determines who competes based upon weight class and individual challenges.

Wrestling: Junior Varsity or Exhibition Grades 7-12:

These participants are determined by the coach based on weight class challenges on the local level. The coaching staff will encourage athletes to maintain a training regimen during the offseason. If the JH team has 5 or fewer athletes, the coach has the option to bring up any 6th grader who would like to participate.

Golf: Varsity Grades 7-12

The varsity golf program will be composed of students in grades 7-12. The coach determines who competes and at which meets they will compete in.

Football: Grade 7-8

This program is open to any student in 7-8th grade. Coaches will make every effort to see that each student receives an equal opportunity to participate. If the team has 12 or less, the coach has the option to bring up any 6th grader who would like to play.

Football: Varsity Grade 7-12

The Varsity Football is composed of students in grades 7-12. The coaching staff will encourage participants to maintain a training regimen during the off season.

Volleyball: 7-8th Grades:

Any seventh or eighth grader who wishes to may participate. Coaches will make every effort to see to it that each athlete receives an equal opportunity to participate. If the team has 8 or less players, the coach has the option to bring up any 6th grader who would like to play.

Volleyball: 7-12 Grades:

The varsity volleyball is composed of students in grades 7-12.

Cross Country: 7-12 Grades:

All students in grades 7-12 will be able to participate on a level the coaches feel they are capable of handling or prove they can handle. 6th Graders will be allowed to participate at the Junior High level only.

CHEERLEADING

Composition of Squads

- a. Football - 6 varsity (A)
- b. Boys Basketball (Home games only)- 5 Varsity (A)
- c. If less than 3 participants the squad will be cut for the given season.

Selection

- a. All squads are open to any high school students.
- b. Tryouts will be in the spring of each year.
- c. Cheerleaders will be selected by a panel of judges chosen by the advisor.

Criteria for Selection

- | | |
|----------------------------|----------------|
| a. Athletic ability | e. Cooperation |
| b. Voice quality | f. Enthusiasm |
| c. Personal appearance | |
| d. Leadership and attitude | |

Special Regulations

- a. All cheerleaders will ride to and back from away games with school transportation arranged by the advisor unless the advisor has written permission from the cheerleader's parents to ride with their own parents.
- b. Cheerleaders will receive merit points for the work they do. They are as follows:
 - 5 points per practice
 - 2 points per practice if late, leave early, or poor attitude
 - 5 points per game and performance
 - 2 points per game if late or poor performance
 - 5 points per fund raiser

Cheerleaders need to earn 95% or higher of the total points per team in order to receive their award.

- c. Any cheerleader that misses two consecutive practices may not cheer at the next event.

Uniform Code

1. Cheerleaders will wear their hair above their shoulders at all practices and performances
2. No jewelry will be worn during any practices and performances.

Letter Requirements - Cheerleading

Completion of season, except of an injury prevents completion of the season. Cheerleaders

are also required to have 95% of total merit points for their sport

The coaching staff will encourage participants to maintain a training regimen during off season.

All Pep Rallies need to be approved by the Activities Director three days in advance of proposed rally. Approved Pep Rallies will then be communicated to the staff by the Activities Director.

APPENDIX A

GUARD YOUR ATHLETIC ELIGIBILITY. YOU ARE NOT ELIGIBLE IF:

1. You have reached your 20th birthday.
2. You have attended more than 4 first semesters and 4 second semesters of school in grades 9 - 12. Enrollment in school for 15 school days or participation in an inter-school contest shall constitute a semester.
3. You did not pass 20 hours of high school work per week, in courses approved for graduation for the proceeding semester.
4. You are not enrolled in and attend a minimum of 20 hours of high school work per week during the

current semester.

5. You have graduated from a regular four-year high school or institution of equivalent rank.
6. You have not enrolled by the 16th school day of the current semester. Date of regular entry into classes is considered the date of enrollment.
7. You have been absent from school more than 10 consecutive school days. (Illness of the student or a death in the immediate family is an exception).
8. You have transferred from one high school to another without a corresponding change in the residence of your parents.
9. You do not have on file in the athletic director's office a signed physical examination and parent's permission form.
10. You have ever participated in an athletic contest under an assumed name.
11. You have ever participated in athletics in any institution of learning of higher rank than a standard secondary school.
12. You have violated your amateur standing.
13. During a high school sport season, you compete as an individual or as a member of another team. (i.e. playing on a Y-basketball team during the high school basketball season)
14. For eligibility guidelines on open enrollment students, please refer to the SDHSAA website under the eligibility section.

Consult your Coach or Principal for additional information

Appendix B

CONCUSSION POLICY

8188

RETURN TO PRACTICE/COMPETITION

This form is to be used after an athlete is removed from and not returned to practice/competition after exhibiting concussion symptoms. The athlete should not be returned to play until written authorization is obtained from a medical doctor and the parent/guardians. This form should be kept on file at the school and need not be forwarded to the SDHSAA Office.

Athlete: _____ **School:** _____ **Grade:** _____
Sport: _____ **Date of Injury:** _____

REASON FOR ATHLETE'S INCAPACITY

GUIDELINES FOR RETURNING TO AN ACTIVITY AFTER A CONCUSSION

Note: Each step should be completed with no concussion symptoms before proceeding to the next step.

1. No activity, complete rest with no symptoms.
2. Light exercise: walking or stationary cycling with no symptoms.
3. Sport specific activity without body contact and no symptoms.

- 4. Practice without body contact and no symptoms. Resume resistance training.
- 5. Practice with body contact and no symptoms.
- 6. Return to game play with no symptoms.

Note:

- 1. If symptoms return at any time during the rehabilitation process, wait until asymptomatic for 1 full day, then re-start at the previous step.
- 2. Never return to practice/competition with symptoms.
- 3. Do not use "smelling salts."
- 4. **When in doubt, sit them out.**

MEDICAL DOCTOR'S ACTION

I have examined the named student-athlete following this episode and determined the following:

_____ **Permission is granted** for the athlete to return to practice/competition

_____ **Permission is not granted** for the athlete to return to practice/competition

COMMENT: _____

Medical Doctor

Date

Parent Guardian

Date

School Administrator

Date

1st Reading: September 13, 2010
Approved: October 11, 2010

I have received and read a copy of the Athletic Handbook for the Kimball and White Lake Athletic Coop for the school year. I understand the rules and regulations that need to be followed to participate in athletics for the Kimball and White Lake School Districts.

Parent Signature

Date

Student's Signature