

# GMS Athletics and Activities Handbook

Home of the Wolverines



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## **GMS ATHLETICS and ACTIVITIES HANDBOOK**

The Gervais School District #1 maintains final authority regarding the implementation of its athletic and activity program. The purpose of this handbook is to promote, direct and conduct athletics and activities to further friendly relations with other schools, and to uphold the rules and regulations set forth by the District.

The goals of our athletic and activity programs are to:

- encourage participation by all students
- model and teach good sportsmanship and fair play
- teach the skills necessary to succeed in each sport/activity

The philosophy of Gervais Middle School staff is that our coaches will try to play everyone equally-based upon attendance and behavior, with little regard to ability. We do our best to see that every student trying out for a team is given a uniform and plays-as long as attendance and behavior at school and practice remain excellent. Athletes/Participants are expected to have an understanding of and commitment to fair play, ethical behavior and personal integrity. Coaches will model and teach these characteristics.

Gervais School District is proud of its programs. Our coaches, administrators, and staff members expect participants to consistently follow the program guidelines, to have good attendance records, to be neat and clean in appearance and to behave in an appropriate manner at all times. The guidelines set forth in this handbook have been established as a minimum code for athletes, Student Council members, club members and participants at the events like Pentagames and Chess tournaments. The coach and/or advisor in conjunction with the building administrations will administer these rules. These rules do not supersede the district's student discipline policy and administrative rules.

After reading through this handbook every participating student (and parent/guardian) will be asked to sign a "Participation Agreement" form. This form must be signed by both students and parent/guardian before any student may represent Gervais Middle School in athletics or activities.

The guidelines within this handbook are in effect from the first day a student begins participation in a school sport or activity and are in effect 24 hours a day, throughout the school year.

### **Medical Guidelines for Students Participating in Athletics**

1. A physical, signed by a physician on a certified form, is required for each participant every two years, beginning with the first year of sports participation. Forms are available in the school office or from a coach.

2. After a major injury or significant illness requiring a doctor's treatment, a participant will be required to submit a physician's clearance before resuming practice or competition.

### **Insurance Guidelines for Students Participating in Athletics**

All students must be covered by health insurance in order to participate in athletics. Parents will be asked to provide proof of health insurance or to purchase their own insurance through the school. Gervais Middle School and Gervais School District do NOT provide insurance to cover students injuries at any time.

## **Gervais Middle School Academic Eligibility Requirements**

Participating students are required to pass all classes. All student athletes will be subject to grade checks twice during each sports season, once before the season and the second approximately halfway through the season. Grade checks will generally be completed Fridays or the day of the week. The consequences resulting from the grade check will take effect on the following Monday or 1<sup>st</sup> day of the week. Grade checks will be screened by the Athletic Director, coach or advisor.

At the 1<sup>st</sup> grade check a student whose grade in any class is an "F" will be out on probation. During a 'probation' period the student will be able to practice with the team, but will not play against other school. He/She will have until the next grade check (approx. 2 weeks) to become eligible for competition. If at the 2<sup>nd</sup> check any 'F' grades remain for any class then the student will become ineligible for the remainder of the sport season (no games, no practices)

If all grades were passing at the first grade check, but one or more grades drop to 'F' at the 2<sup>nd</sup> grade check then that student will become ineligible for competition for the duration of the sport season, but may still practice.

If at either grade check a student has three (3) 'F' grades or more than he/she will be ineligible for that sports season.

Participants in single events (Pentagames, Chess tournaments, etc.) must be passing all their classes the day of the grade check, within will occur the week prior to their event. An 'F' grade in any class will prohibit student participation in the event.

Coaches/Advisors will notify all parents/guardians if their child is placed on probation or becomes ineligible, or is removed from a team or activity for behavioral reasons. See guidelines listed below.

## **Attendance**

All students participating in after school activities must report directly to the cafeteria/gym for the after school program and sign in. Students may not leave campus and then come back to participate unless a signed note from a parent has been given to a, advisor or the after school director prior to leaving.

Any partial or full day unexcused absence from school on the day of an activity will result in ineligibility for that practice, game or event. A pattern of irregular attendance from school (including chronic tardiness) will be reviewed by the administration and may result in student ineligibility for longer periods of time, up to and including the remainder of the season. Excused absences will not affect eligibility.

Consequences for absences from team practices or events will be covered by each coach's team rules.

## **Suspension Out of School**

If a student is suspended out of school for breaking a school rule...he/she cannot participate in practices, activities or events for the duration of the suspension. The accumulation of two(2) out of school suspensions during a sports season will result in dismissal from the squad for the duration of that sport season. Student Council officers who receive (2) out of school suspensions will be dismissed from their positions for the remainder of the year.

## **In-School Suspension**

If a student is suspended in-school for breaking school rules, he/she may continue to participate in practices, activities or events for the duration of the suspension. The accumulation of two (2) in-school suspensions during a sport season (or by Student Council officers) with result in a

period of intelligibility to be determined by the coach/advisor in consultation with GMS Athletic Director.

### **Detention**

If serving after school detention, student may return to practice and serve any consequences for tardiness as laid out by the coach. If detention is to be served on a game day, student must receive PRIOR approval to serve detention on a different day. If detention is skipped, any and all privileges for postponing detention will be revoked and detention will be served on their assigned day going forward.

### **Team Rules**

1. A copy of this GMS Athletics and Activities Handbook and the Participation Agreement will be given to each student desiring to become a student representative for Gervais Middle School.
2. Each coach/advisor will also distribute individual team expectations to each student participant.
3. Coaches will review and discuss the Handbook guidelines and specific team rules during an early season team meeting.
4. Parents are expected to sign the Participation Agreement and the Team Guidelines sheets.

### **Practice Sessions**

1. Practices will be conducted outside of school hours and will usually run no later than 5:00PM on school nights, so that all members may ride the bus home.
2. Voluntary practices may occasionally be held on weekends or during holidays at the discretion of the coach. Students do not need to attend these practices.
3. Each day after practice, participants will attempt to leave promptly. If students are not riding the school bus, then parents are requested to pick their children up promptly at 5:00PM.
4. Injured participants who are unable to take part in practice sessions are expected to attend practices, unless excused by the coach.
5. If school is not held due to weather conditions or other emergency situations then no practices or school events will be played, unless approved by the superintendent.
6. If a student is going to miss a practice or game then the coach should be notified.
7. If any student misses practice without an excused absence then his/her playing time in the next contest may be reduced. If poor attendance becomes a chronic problem then the student may be removed from the team, at the coach's or Athletic Director's discretion.

### **Facilities and Equipment Use**

1. Participants are expected to report equipment damage immediately to their coach or advisor.
2. Equipment or uniforms/clothing lost or damaged will be billed to the participant at replacement cost.
3. All participants are expected to help keep the dressing rooms and playing areas clean, both at GMS and trips.
4. Participants will maintain proper behavior in all dressing rooms.
5. Participants are asked not to bring valuables to any dressing room. The participant assumes responsibility for all lost or stolen articles.

## **Injuries**

Students must report all injuries to their coach/advisor immediately.

## **Transportation**

The Athletic Director will arrange for transportation to all extra-curricular events. Participants must ride to and from all school events in school approved transportation. Coaches/Advisors may grant permission for students to leave an event given the following conditions:

1. A signed, parent request has been filed with the coach/advisor or Athletic Director, in person, at least one day prior to the event. In this case a parent may designate another adult to transport his/her child. This type of note may be written so it applies to the entire season and includes practices.
2. The student is signed out with the Coach/Advisor in person by his/her parents/guardian at the conclusion of event. Other family members or friends may not transport a student in this case.

Please note that a phone call, even from a parent, cannot be considered as acceptable request. A student who has been removed from the bus (receives a bus suspension) will not be allowed to ride the bus for sporting events or school activities for the length of the bus suspension.

## **After School Program Sign Up**

In order to ride the 5:00pm bus home from practice students must be signed up for the after school program.

The GMS sport programs are ALL considered CLOSED CAMPUS ACTIVITIES. Participants MAY NOT leave campus before practice or a match/game. Participants violating this policy may lose their eligibility in all GMS after school activities.

## **Behavior**

Participants are expected to model exemplary behavior. Students in violation of a severe disciplinary infraction or who establish a pattern of noncompliance as defined by the student code of conduct (Board policy) or this GMS Athletics and Activities handbook will have the incident(s) reviewed by the administration. The administrative review may result in discipline up to and including being declared ineligible to participate in district activities for a specified length of time. Student athletes or participants who use threats or threatening actions against other; who use profane or obscene language directed at school employees, coaches, fans, other players, team members or officials; who use any actions or words considered insubordinate to coaches, advisors, or who use actions or words that bring discredit to the team or GMS, may be suspended from the team or office held at the discretion of the Coach/Advisor, athletic director or Principal.

## **Flagrant Fouls and/or Unsportsmanlike Penalties**

Athletes who receive a flagrant foul or an unsportsmanlike penalty will be removed from the game at the time of the violation. The coach will discuss the incident with the athlete. The athlete may return to competition when the coach is satisfied that he/she had regained emotional control. Multiple fouls or penalties may result in the athlete's removal from the team.

## **Ejections**

Any player ejected from a game/event must appear before the GMS Athletic Director with his/her parents/guardians to discuss his/her behavior. The athlete may return to competition when the Athletic Director is satisfied that the behavior will not be repeated. Multiple ejections may result in removal from his/her team.

### **Athletic Suspension**

It is possible that a student may be suspended from his/her team due to the breaking of a team rule. During these suspensions periods, the student is expected to practice and to sit on the team bench in street clothes at all games. Then Coach may waive this requirement.

All athletes who are suspended at the end of their sport season or late in the season and are unable to complete their suspension time in that sport may continue the suspension time at the beginning of the next sport season in which they compete. Athletes who choose to drop the sport rather than complete the assigned suspension period will serve the suspension at the beginning of the next sport season in which they compete. If a student is suspended from one sport he/she may not join another team during that sport season. (Preseason practice time does not count toward suspension time.)

### **Review Board**

If a student is suspended from a team/event for breaking school rules and disagrees with the consequences, then the principal should be notified. Appeals are possible.

If a student is suspended from a team/event for breaking a team rule and disagrees with the consequences set by the school, then he/she may ask for a hearing before the Athletic Review Board. Requests should be made to the GMS Athletic Director. The purpose of the Athletic Review Board is to hear appeals concerning the discipline of student participants. Any decision made by the review board may be appealed to the Principal. The members of the Review Board shall include at least 2 non-involved head coaches, and the GMS Athletic Director.

### **Criminal Behavior**

The admission of facts which constitute a criminal offense, or conviction of a criminal offense, either a felony or a misdemeanor may result in suspension from participation for a maximum of four (4) weeks from the date of admission or conviction, or the beginning of the competition season. A second offense will result in suspension from all athletic and activity programs for one calendar year.

### **Possession of Illegal Substances**

No student involved in an interscholastic athletic/activity program shall knowingly possess, use, transmit or be under the influence of alcohol, a tobacco product, performance enhancing drug, inhalants look-a-like drugs, or controlled substances of any kind (except as prescribed by a medical professional). See Student Discipline Policy JG-AS. [Consequences for such behavior are listed below in the Substance Abuse Disciplinary Action Plan.

### **In the Presence of Illegal Substances**

Any athlete, club member, or officer who finds himself/herself in the company of persons who illegally use, possess, transmit or are under the influence of alcohol, controlled substances, inhalants or performance enhancing drugs, (i.e. frequenting places, areas, or sites where drugs and/or alcohol are present) is expected to leave immediately. Failure to leave immediately will be considered a violation of possession of a controlled substance as stated in the policy.

## **Substance Abuse Disciplinary Action Plan**

The possession, use or transmittal of alcohol, a tobacco product, performance enhancing drugs, inhalants or controlled substances, a determination by a school official that a student-athlete used either alcohol, tobacco, performance enhancing drugs, or controlled substances, or a determination that an athlete did not leave the company of those who were using, will subject the student-athlete to the following consequences in addition to Board policy disciplinary procedures.

### **FIRST OFFENSE: THREE WEEK SUSPENSION FROM ATHLETICS AND ACTIVITIES**

Suspension is from activities and participation in athletics competition for three weeks from the date when possession, use, or transmission became known to a school official. The student athlete must undergo a drug assessment (counseling) and a drug test and/or screening (urinalysis). The student must then follow the recommendations in the assessment report, including his/her participation in an approved community alcohol or drug education program. Pre-season practice time will not be considered as part of the suspension time. The student should continue to attend every team practice.

Reinstatement of the student to athletics or activities is contingent upon:

-the student complying with all written recommendations made by a substance abuse counselor, or other appropriate person.

-The Principal's approval

Failure to comply with the recommendations following a first offense will result in the imposition of sanctions under SECOND OFFENSE of the Disciplinary Action Plan.

### **SECOND OFFENSE: ONE CALENDAR YEAR SUSPENSION FROM ATHLETICS AND ACTIVITIES**

Suspension is from activities and participation in athletic competition for ONE CALENDAR YEAR from the date when possession, use, transmission, or being under the influence became known to a school official. The student athlete must undergo a drug assessment (counseling) and a drug test and/or including his/her participation in a approved community alcohol or drug education program. Pre-season practice time will not be considered as part of the suspension.

Reinstatement of the student to athletics or activities is contingent upon:

-The student complying with any written recommendations made by a substance abuse counselor, or other appropriate person.

-The Principal's approval

Failure to comply with the recommendations following a second offense will result in the imposition of a sanction under **THIRD OFFENSE**.

### **THIRD (& SUBSEQUENT) OFFENSES: SUSPENSION FROM ALL PROGRAMS FOR ADDITIONAL YEAR FOR EACH OFFENSE.**

### **VOLUNTARY ASSISTANCE REQUEST (V.A.R)**

There may be no disciplinary consequences under this agreement if, prior to investigation or apprehension for an offense involving the use of alcohol, a tobacco product, a performance enhancing drug, inhalant or a controlled substance, a student voluntarily requests assistance from school officials. The intent of V.A.R is to assist the student who truly has a long-term drug/alcohol problem. A student may use this self-referral process once in his/her high school career. Should a student face a second offense, he or she would face the consequences listed in the Disciplinary Action Plan.