



INSTRUCTIONAL SERVICES

Lloy Schaaf

Assistant Superintendent of Teaching and Learning

Memorandum

To: Stanwood-Camano School Board of Directors

Fr: Lloy Schaaf, Ed.D.

Re: Approval of the Revised Middle School Athletic Code

Date: August 6, 2013

Attached, please find the revised Middle School Athletic code.

RECOMMENDATION:

That the School Board of Directors approve the revised Middle School Athletic Code.

/th

PORT SUSAN MIDDLE SCHOOL / STANWOOD MIDDLE SCHOOL
ATHLETICS/ACTIVITIES CODE
2013-2014

THIS IS A 365 DAY POLICY - 24 HOURS A DAY

Revised – June 2013

(Revised Items are in bold and are designated by a revision box.)

The Port Susan/Stanwood Middle School Athletics/Activities Code has been adapted from the Stanwood High School activities code with some additions and modifications as appropriate for middle school students.

The code is intended to be a guide so all participants will have a clear understanding of the rules and expectations. It also is designed to help students improve themselves socially, physically, and mentally.

DISCIPLINE POLICY

The Athletics/Activities Code is our guide for making it clear what rules and attitudes are expected. In addition to the rules and policies of the school, district, league and WIAA, the coach or advisor will have rules that relate to turnout procedures, attendance regulations, and behavior. ~~The coach/advisor is usually the judge of what consequences will be instituted when rules are violated, however the administration will always be kept informed of violations.~~ **This Athletic/Activities guideline helps us to be more consistent when major infractions occur.** ~~Some standard guidelines help us be more consistent, however, when major infractions do occur.~~ The coach and administration will be firm, but will ensure that due process is provided.

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••Special Note: Some clubs, councils, or activities may have requirements for membership that exceed the minimum requirements set forth in this policy. In such cases, participation in such activities shall be contingent upon the participant meeting the more stringent requirement.

STUDENT GOALS

1. **To promote the Growth and Development of the Participants**

- by creating a wholesome atmosphere for developing physical, mental, social, moral and emotional well being.
- by recognizing the participants' dedication, hard work, and self-discipline needed to achieve excellence.
- by teaching the educational value of competition, striving to perform at your highest level, and of being able to adjust in a competitive society.
- by developing the understanding that the team is more important than the individual participant to the team.

2. **To promote the Development of Good Citizenship**

- by directed leadership and supervision that stresses self-discipline, pride, leadership, self motivation, respect for the rules and authority of coaches, advisors, and officials, and the ideals of good sportsmanship that make for winning and losing graciously.
- by emphasizing the proper ideals of loyalty, cooperation, teamwork, good judgment, justice, ethical conduct, and fair play.
- by showing cordial courtesy to visiting teams, fans, and officials.
- by working to improve the image of the student participant.
- by eliminating all behaviors which tend to destroy the best values of the game and competition.
- by providing the opportunity to develop individual goals in a manner that supports and compliments team, school, and community goals.

3. **To promote Athletics and Activities as an Integral Part of the Total Education Program**

- by developing physical fitness and realization that a healthy body increases the probability of effective learning.
- by providing opportunities which will allow athletics/activities to serve as a learning environment where participants may cope with problems and handle situations similar to those encountered in contemporary society.
- by emphasizing to the participants that athletics/activities are an important part of their learning experience but only a part, which will be made whole by their learning gained in the total educational program.

4. **To promote School and Community Interest and Involvement in School Activities**

- by providing enjoyable experiences for participants and spectators.

- by establishing rules and standards for the participants that reflect the behavior expected by the community and that creates conduct which will inspire pride and approval.
- by creating a focus of interest for the school and community which generates a positive feeling of unity.
- by remembering that an activity contest is only a competition, not a matter of life or death for player, coach, school, official, fan, or community.

STUDENT ATHLETICS/ACTIVITIES HANDBOOK

DEFINITION OF PARTICIPANTS AND PERIOD OF COVERAGE

A participant of Stanwood-Camano School District is a student that has volunteered to be a member of a Stanwood-Camano athletics/activities ~~squad~~ **team**, has met all the W.I.A.A. and Stanwood-Camano eligibility requirements, and has participated in one (1) official practice session/meeting. This code will also apply to any student in a co-curricular activity or who holds an A.S.B. office; it will start the first day of turnout and run through the participant's middle school career.

ELIGIBILITY REQUIREMENTS

The Athletics/Activities Code will apply to any student in an extracurricular activity. This code is in addition to the Student Rights and Responsibilities handbook, any Stanwood-Camano School District policies, and rules covered by the W.I.A.A. concerning middle school athletics/activities. This code will start the first day of turnout and run through the participant's middle school career.

I. W.I.A.A. POLICIES

~~Stanwood-Camano~~ **Stanwood Middle School/Port Susan Middle School** are members of the Washington Interscholastic Activities Association (W.I.A.A.), the organization with authority to control, supervise and regulate athletic/activities in the State. As a member, the school and its participants are bound to follow the rules and policies found in the W.I.A.A. Handbook. Some of the more important policies regarding middle school eligibility are as follows:

A. Eligibility

1. Age Limit--Middle School(18.4.0)
You must be under 15 years old prior to June 1.
2. Regular Attendance(18.9.0)
You must be enrolled and in regular attendance within the first 15 days in a school semester.
3. Previous Semester(18.8.0)
The student shall have been in regular attendance as a full time student as defined in 18.7.0 and 18.7.3, in an elementary, intermediate, middle level, or high school during the semester/trimester immediately preceding the semester/trimester in which the contest is held.
4. Season Limitation--Middle School(18.14.0)
After beginning the 7th grade you shall be eligible to participate in contests only during six (6) interscholastic competitive years. You can participate in only two (2) years in 7th and 8th grades. After entering the 9th grade, you only have four (4) consecutive years of eligibility.
5. Non School Participation (18.22.0)
Students may participate on a non-school team or teams while also participating on a school team. Schools may not give students special treatment or privileges on a regular basis to enable them to participate in non-school athletic activities, such as reduced practice times, special workouts, late arrivals, or early dismissals. Students shall not compete in the uniform of the school at non-school events.
6. Student Member of a School (18.5.0)
You must be a "regular member" of the school which means you must be enrolled half-time or more. Home based students are eligible under this policy as long as they meet W.I.A.A., and local requirements for participation.
7. Amateur Standing (18.23.0)
An amateur student athlete is one who engages in athletics for the physical, mental, social and educational benefits derived therefrom and to whom athletics is an avocation and not as a source of financial reward. In order to maintain amateur standing, he/she may not:
 - a. accept merchandise or in-kind gifts of more than \$300 in one calendar year.
 - b. accept cash awards.

- c. enter competition under a false name.
 - d. accept payment of expense allowances over the necessary expenses for the athletic trip.
 - e. sign or have ever signed a contract to play professional athletics.
 - instructing, supervising, or officiating in any organized youth sport program, recreation, playground, or camp activities will NOT jeopardize amateur standing.
8. Appeals (19.0)
If you are ruled ineligible because of the above W.I.A.A. policies or other W.I.A.A. rules not listed here, you have the right to appeal the eligibility. Contact your coach or athletic administrator for more information and assistance in appealing.

II. LOCAL REQUIREMENTS

A. Eligibility

1. Physical: each participant must pass a physical examination by a medical physician every 2 years; this physical is good for 24 months unless stated otherwise by a doctor. The athletic secretary must have a copy on file in the office.
2. Insurance Registration: each participant must be covered by an accident insurance plan, either provided by the family or the school insurance plan offered through the school district. The parent/guardian and athlete must initial the Athletic Registration Form.
3. Athletic/Activities Code of Conduct: each participant must read the Athletic/Activities Code of Conduct understanding that this code is a 365-day code, governing athletes 24 hours a day, accumulative throughout all high middle school years. The parent/guardian and athlete must initial the Athletic Registration Form.
4. MRSA Form: each participant must read the information about communicable diseases, understanding that it is their responsibility to make sure they have their own water bottle, showers after practices and competitions using their own personal items and have clean practice and competition clothing. Coaches must be notified of any potential skin infections or if the student is diagnosed with mononucleosis or any other communicable disease. The parent/guardian and athlete must initial the Athletic Registration Form.
5. Concussion Information Sheet: each participant must read the information provided, including the symptoms and signs of a concussion. The parent/guardian and athlete must initial the Athletic Registration Form.
6. Risk Management Release Form: (Sport Specific Safety Guidelines) each sport has it's own sport specific safety guidelines. The parent/guardian and athlete must initial the Athletic Registration Form.
7. Emergency Card: each participant must complete **and submit to the office** an "Emergency Card" for each sport; ~~that is given to the office~~; the office will give a copy to the coach/advisor.
8. A.S.B. Card: each participant must purchase an Associated Student Body card before participating in the first contest. A portion of the money from each card helps to financially support the athletic/activities program.
9. Returning Equipment: a participant in a previous activity/sport must have returned the equipment issued for that activity/sport or paid for lost equipment before they can be issued equipment or participate in any practice of another activity/sport.

B. Attendance

1. A participant must be in attendance for at least four (4) consecutive class periods of the school day in order to participate in a turnout or a contest. In School Suspension (ISS) shall NOT be considered classroom attendance for this code; it is in lieu of out of school suspension; therefore, a participant in ISS will not be able to participate in turnout(s) or contest(s) the day(s) of ISS. Any exceptions to this policy must be approved by the principal or athletic director.
2. Regular attendance and promptness at practice is important if the student is to succeed. Occasionally, it may be necessary to be either absent or late; however, common courtesy dictates that the participant notify his/her coach or advisor in advance, or have a valid excuse when they return. It is the coach's discretion to determine playing time for a participant missing turnouts or contests.

C. Grade Requirement

1. A student must be passing all classes (no F's) to be eligible to participate in games or contests. Initial academic eligibility starts at the beginning of each sport or activity season; all participants are academically eligible when turnouts start.
2. ~~Procedures: Stanwood Middle School & Home-Based Education~~
 - ~~a. The participants at Stanwood Middle School will take around a Grade Check Sheet to determine eligibility every two (2) weeks, beginning with the third week of the season. All participants will continue with grade checks every other week.~~
 - ~~b. It is the participant's responsibility to take this grade check sheet around to his/her teachers during regularly scheduled class time every 2nd week. The participant must turn this grade check sheet into the coach before he/she is eligible to participate. If the student is not passing all classes, he/she will be ineligible for all contests for at least one (1) week. This is academic probation. The student may travel with the team at the coach's discretion.~~
 - a. Student's grades will be checked and identified by the SKYWARD system each week beginning with the third week of the season. Coaches/advisors will be notified of any student who is not passing (F) any of their classes.**
 - b. If the student is not passing all classes, he/she is ineligible for all contests for at least one (1) week. This is academic probation. The student may travel with the team at the coach's discretion.**
 - c. The participants on academic probation ~~must take a grade sheet around~~ **must submit a grade check** to his/her teachers the following week to see if he/she is passing all classes and thus becomes eligible. If not passing all classes, the participant will remain ineligible.
 - d. The participant on academic probation may turn out with the team after he/she spends time in study table. The student may travel with the team at the coach's discretion.

Procedures: Port Susan Middle School

- a. Student's grades will be checked and identified by the ~~WESPAC~~ **SKYWARD** system each week **beginning with the third week of the season.** Coaches/advisors will be notified of any student who is not passing (F) any of their classes.
- b. If the student is not passing all classes, he/she is ineligible for all contests for at least one (1) week. This is academic probation. The student may travel with the team at the coach's discretion.
- c. The participant's grade will be checked the following week to see if he/she is passing all classes and thus becomes eligible. If not passing all classes, the participant will remain ineligible.
- d. The participant on academic probation may turn out with the team. The student may travel with the team at the coach's discretion.

Procedures: Home-Based Education

- a. The participant must submit a weekly grade check to the office.**

(MOVED TO PAGE #1)

••Special Note: Some clubs, councils, or activities may have requirements for membership that exceed the minimum requirements set forth in this policy. In such cases, participation in such activities shall be contingent upon the participant meeting the more stringent requirement.

D. Activities/Athletic Rules

In addition to the school rules stated in the Student Handbook the participant will be governed by the policies and rules stated in this Athletics/Activities Code and any specific rules developed and distributed by the coach/advisor of the sport/activity.

1. For violations of school rules stated in the building Student Handbook not covered in this Athletics/Activities Code, the participant will be treated the same as any other student.
2. Port Susan Middle School: A participant on Honor Level 3 may participate in practices, but may not participate in contest/activities, nor travel to away contests; a student on Honor Level 4 may neither

- participate in practices nor contests or activities. Anytime a student moves up from one Honor Level to another, they regain the privileges of that level.
3. The participants are expected to always conduct themselves in a sportsmanlike manner, especially in dealing with opponents and officials.
 4. Participants are expected to obey any specific rules or policies developed and distributed by the coach/advisor of that sport/activity.
 5. Any civil law infraction or conduct by an athlete or participant that is determined by the coach/advisor and school administration to be detrimental to the athletic/activity program, school, or school district is a serious matter and will affect the participant's eligibility.
 6. Possible decriminalization of illegal drugs shall not affect the school policies. Therefore, the possession, use, or sale of drugs, including "designer drugs", steroid effect drugs, inhalants, mushrooms, organic drugs, used for the purpose of altering consciousness or performance and not medically prescribed shall be subject to the school discipline policy. Caffeine in pill form, including diet pills and look-a-likes ~~would~~ **will** be a violation of this policy. In the best interest of the students involved in extracurricular activities at the middle schools, the community members, parents and individuals associated with Stanwood's extracurricular activities have a moral and ethical responsibility to uphold the standards of this policy and report violations to the coach, advisor, or principal. All drug related violations will fall under the W.I.A.A. State Guidelines; the drug policy covers participants from the 7th grade through the 12th grade.
 7. Any athlete or participant who is on suspension from school may not participate in turnout(s) or athletic or academic contest(s) during that suspension time.

STANWOOD/PORT SUSAN MIDDLE SCHOOL RESTRICTIONS

18.26.1 Alcohol and tobacco - Each W.I.A.A. member school shall adopt reasonable rules and regulations pertaining to the use of alcohol or tobacco products that are specific to the middle or high school levels.

8. Restrictions:
 - a. Rules regarding the use, possession, or consumption, of alcohol, tobacco **and marijuana.**

1st Offense:

A. The participant will be ~~suspended~~ **ineligible** from competition for thirty (30) participation* days. **The suspension ineligibility, at a minimum will include two (2) contests which could be carried over to the next competitive season.** Up to 15 days of the suspension may be waived upon appeal depending ~~on circumstances such as:~~ **on the following:**

 - 1) The participant is truthful and cooperative with building administrators and coaches.
 - 2) In addition, the student shall undergo a chemical use assessment by a qualified drug counselor and shall be responsible to follow all recommendations by that counselor based on the findings. The student must sign a release of information to the school and cannot resume participation until assessment has been completed.

•Definition: Any day there is a practice or a contest constitutes a participation day.

2nd Offense:

- A. The participant will be ~~suspended~~ **ineligible** from any competition for one calendar year from the time of the infraction.
- B. A shortened suspension of no less than forty-five days (45) participation days may be considered in an appeal if:
 - 1) The participant is truthful and cooperative with building administrators and coaches.
 - 2) In addition, the student shall undergo chemical use assessment by a qualified drug counselor and shall be responsible to follow all recommendations by that

counselor based on the findings. The student must sign a release of information to the school and cannot resume participation until assessment has been completed.

Revised
June 2013
New
Language

Appeals Process:

An athlete has the right to appeal the discipline handed down by the athletic director. This appeal must be requested within three days from notification. The student athlete shall meet with an eligibility committee consisting of coaches, and counselors selected by the athletic director and the building principal. The eligibility committee will recommend to the principal appropriate action to be taken in the student athletes case. The school principal shall have the final authority as to the student athlete's participation in the interscholastic program in the Stanwood-Camano School District.

A student participant who seeks and receives help for a problem with use of drugs, alcohol, or tobacco shall be given the opportunity for assistance through the school and /or community agencies. In no instance shall participation in a school and /or community approved assistance program excuse a student athlete from subsequent compliance with this regulation. However, successful utilization of such an opportunity or compliance with athletic code by the student athlete may allow him/her to have eligibility reinstated in the athletic program, pending recommendation by the school eligibility authority.

3rd Offense:

A. The participant will be permanently suspended **ineligible** from all interscholastic participation/competition for the remainder of their middle school years.
There is no appeal.

b. Rules regarding the sharing, providing or distribution, of alcohol & tobacco.

1st Offense:

A. The participant will be suspended **ineligible** from competition for thirty (30) participation days.

~~Under no condition will this be waived.~~ **There is no appeal.**

2nd Offense:

A. The participant will be suspended **ineligible** from any competition for one calendar year from the time of the infraction.

~~Under no condition will this be waived.~~ **There is no appeal.**

3rd Offense:

A. The participant will be permanently ineligible from all interscholastic participation/competition for the remainder of their middle school years.

~~Under no condition will this be waived.~~ **There is no appeal.**

W.I.A.A. RESTRICTIONS COVERING GRADES 7 – 12

c. Rules regarding the sale of alcohol will fall under W.I.A.A. rules regarding legend drugs (W.I.A.A.18.26.2). A sale is determined when a student accepts money, service or barter for personal gain in exchange for alcohol or drugs.

d. 18.26.2 Legend drugs and controlled substances – Penalties for the possession, use or sale of legend drugs (drugs obtained through prescription, RCW 69.41.020-050) and controlled substances (RCW 69.50) shall be as follows:

1st Violation:

A participant shall be immediately ineligible for interscholastic competition in the current interscholastic sports program for the remainder of the season. Ineligibility shall continue until the next sports season in which the participant wishes to participate unless the student accesses the assistance program outlined in B (below.)

A. In order to be eligible to participate in the next interscholastic sports season, the student athlete shall meet with the school eligibility board consisting of

coaches and administrators selected by the principal, to request approval to participate. The school eligibility board will recommend to the principal appropriate action to be taken in the student athlete's case. The school principal shall have the final authority as to the student athlete's participation in the interscholastic sports program.

B. A participant who seeks and receives help for a problem with use of legend (RCW 69.41.010 identified substances) or controlled substances and controlled substance analogs (RCW 69.50.101 identified substances) shall be given the opportunity for assistance through the school and/or community approved agencies. In no instance shall participation in a school and/or community approved assistance program excuse a student athlete from subsequent compliance with this regulation. However, successful utilization of such an opportunity or compliance with athletic code by the student athlete may allow him/her to have eligibility re-instated in that athletic season, pending recommendation by the school eligibility authority.

2nd Violation:

A participant who again violates any provision of RCW 69.41.020 through 69.41.050 or of RCW 69.50 shall be ineligible for interscholastic competition for a period of one (1) calendar year from the date of the second violation.

3rd Violation:

A participant who violates for a third time RCW 69.41.020 - 69.41.050 or of RCW 69.50 shall be permanently ineligible for interscholastic competition for grades 7-12.

E. Equipment

School equipment/gear checked out by the student athlete is his/her responsibility. ~~You~~ **Participants** are expected to keep it clean and in good condition. Loss of any school equipment/gear assigned to ~~you~~ **the participant** is ~~your~~ **their** financial obligation; ~~you~~ **the participant** should guard against loss by remembering to lock up the equipment/gear when ~~you~~ **they** are not using it.

F. Travel

The following rules will be enforced whenever it is necessary to travel to other schools for athletic or academic competition:

1. All participants must travel to activities in transportation provided by the school district. Any other travel arrangements to away events must be approved by the administration.
2. Per school district policy only parents may sign their student out at away events.
3. Participants are expected to follow all bus rules and leave the district vehicle in a clean condition.
4. Participants will remain with their ~~squad~~ **team** and under the supervision of their coach/advisor when attending an away contest.
5. It should always be remembered that you are a direct representative of the school, community, and home, and as such must conduct yourself properly at all times.

G. Injury and Reporting

~~All injuries must be reported to your coach immediately. If any injury requires a doctor's care, you must give your coach a doctor's release in order to turnout or participate in an athletic contest.~~

All injuries must be reported to your coach and the athletic department immediately. Should an athlete make a visit to the doctor's office concerning an illness or injury, the athlete needs to provide a dated note from the doctor explaining the cause and duration of the exclusion. The athlete will also need to make a return visit for release back to participation should the note not have a specified return time.

H. Locker Room Conduct

1. Show respect to all fellow participants and visitors using the locker room.
2. "Roughhousing" or "horseplay" of any sort in the locker room is dangerous business which can lead to serious injury and will not be permitted at any time.

3. Show respect and pride for the locker room by keeping your locker and the locker room clean.
4. **It is recommended that you** keep valuables locked up at all times.
5. When using another school's locker room, conduct yourself in the manner expected at your home locker room.

I. Sport Transfers

If, after participating in one scheduled turnout, a participant wishes to change from one sport to another during that sport's season, he/she must have the approval of both coaches involved. If this approval is given, all equipment issued in the first sport must be turned in before being allowed to turnout for the second sport. Also, the participant must have the required turnouts for the second sport before competing; turnouts for one sport do not count toward the required total for another sport by W.I.A.A. rules.

III. STUDENT, PARENT, FAN BEHAVIOR AT EVENTS

W.I.A.A. and North County League are committed to a strong athletic program for all of its students. A fundamental aspect of this strength lies within the values taught and stressed in that program. Responsible behavior and sportsmanship are inherent in those values. With this in mind the following statement is made:

1. All schools are charged with specific responsibility of teaching these values to all people connected with interscholastic activities. Schools are further charged with the specific responsibility of establishing procedures to ensure these values are taught.
2. While the schools have less control over adult spectators, each school is charged with the responsibility informing the spectator of these values and that proper behavior is expected of them also.
3. No signs except official school banners may be displayed or posted. Banners may not be taped to the wall. (Signs are acceptable if positive and express school spirit - directed only for your team.)
4. Live mascots are not allowed. There will be no song or yell leaders at the middle school level.
5. No noise makers are allowed. They will be confiscated by the management. Band instruments, including drums, are not allowed at the middle level.
6. Confetti is not allowed at the middle level.
7. Flagrant disrespect for players or officials may result in dismissal of the fan from the premises. Spectators, student and adult, should remain in their assigned rooting sections.
8. Chants, yells, cheers, etc. must be positive in nature -- supportive of your team; they must not be negative nor the type that demeans the opponent or officials.

W.I.A.A. TURNOUT DAYS REQUIRED

| <u>Sport</u> | <u>No. of Turnouts</u> |
|------------------|------------------------|
| Football | 12 |
| Soccer | 10 |
| Cross Country | 10 |
| Boys Basketball | 10 |
| Volleyball | 10 |
| Girls Basketball | 10 |
| Wrestling | 10 |
| Track | 10 |

The Stanwood-Camano School District complies with all federal and state rules and regulations and does not discriminate on the basis of race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sex, sexual orientation including gender expression or identity, marital status, the presence of any sensory, mental or physical disability or the use of a trained guide dog or service animal by a person with a disability. This applies to all district employment, programs, activities and opportunities. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Affirmative Action, Title IX, ADA, Officer: Linda D. Littlefield, Ed. D.; or the Section 504 Coordinator Pam Gentz; for issues related to disabilities. Address: 26920 Pioneer Hwy, Stanwood, WA 98292-9548; Telephone: 360-629-1200.

PORT SUSAN MIDDLE SCHOOL / STANWOOD MIDDLE SCHOOL
ATHLETICS/ACTIVITIES CODE

THIS IS A 365 DAY POLICY - 24 HOURS A DAY

Dear Parent / Guardian:

This Student Athletics/Activities Handbook was written as a group effort by a committee of coaches, advisors, student participants, parents and administrators. It was also approved and adopted by the Stanwood-Camano School District Board of Directors.

Your student participant will be expected to follow the provisions of the Student Athletics/Activities Handbook while participating in interscholastic sports, academic teams, or activities at the middle school level.

Thank you,

Erik Titus,
Athletic Director
Stanwood Middle School

Keri Von Moos,
Athletic Director
Port Susan Middle School