

Chequamegon School District



Screaming Eagles Parent/Athlete Handbook 2022-2023

Educate, Inspire, Empower, Lifelong Learners

Our mission is to provide educational opportunities in partnership with our community which inspires students and prepares them for global success.

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PUBLIC NOTIFICATION OF NONDISCRIMINATION POLICY

It is the policy of the District that no person may be illegally discriminated against in employment by reason of their age, race, religion, creed, color, disability, pregnancy, marital status, sex, citizenship, national origin, ancestry, sexual orientation, arrest record, conviction record, military service, membership in the National Guard, state defense force and any other reserve component of the military forces of Wisconsin or the United States, political or religious affiliation, use or nonuse of lawful products off of the employer's premises during non working hours, declining to attend a meeting or to participate in any communication about religious matters or political matters, the authorized use of family or medical leave or worker's compensation benefits, genetic information, or any other factor prohibited by state or federal law. Reasonable accommodations shall be made for qualified individuals with a disability, unless such accommodations would impose an undue hardship on the District. A reasonable accommodation is a change or adjustment to job duties or work environment that permits a qualified applicant or employee with a disability to perform the essential functions of a position or enjoy the benefits and privileges of employment compared to those enjoyed by employees without disabilities. Any questions concerning this policy should be directed to: Tim Kief, District Compliance Officer, 400 9th St. N, Park Falls, WI, 54552, 715-762-2474, tkief@csdk12.net, or Coordinator of District Title IX, Section 504, and ADA programs: Kriste Simonson, 400 9th St. N, Park Falls, WI, 54552, 715-762-2474, ksimonson@csdk12.net. (School Board Policy 2260).

ACADEMIC REQUIREMENTS TO MAINTAIN ELIGIBILITY

In order to be academically eligible for interscholastic athletics, a student must be a full-time student, defined as taking a total of seven (7) credits per academic year, and must maintain passing grades in ALL subjects.

Coaches will be notified of ineligible participants by the Athletic Director and are expected to notify the participants of their status. Parents/guardians will be notified of ineligibility by the Athletic Director as soon as the student becomes ineligible.

Mid-Quarter Progress Reports:

- One F or more = Means student can only practice; no games for 5 school days. At the completion of 5 school days if the student has all passing grades they can be reinstated. If a student continues to have one or more failing grades they will remain ineligible until they have passing grades.

Quarter Grades:

- One F or more = Means student can only practice; no games for 15 school days. At the completion of 15 school days if the student has all passing grades they can be reinstated. If a student continues to have on or more failing grades they will remain ineligible until they have all passing grades.

The penalty for fall starts the day school starts because it is an academic penalty.

Grades to determine eligibility will be based on progress reports and quarter grades.

Eligibility for fall sports will be based on grades earned in the 4th quarter. Eligibility for Fall sports can be obtained by taking make-up classes in the summer.

Academic ineligibility will be for five (5) or fifteen (15) consecutively scheduled school days.

A student who is **ineligible** may not return to competition until the school day following the completion of the ineligibility period. Academic restriction or probation will go into effect on the school day following the posting of progress reports or quarter grades. Grades are considered posted when they are received by the principal and/or the athletic director from the student office.

There is NO appeal process for ineligibility caused by academic reasons.
(See "Progress Report" in the Appendix).

ATHLETIC CODE

Students participating in interscholastic athletics are required to:

- Refrain from being present in a bar, tavern or any other place, including a private residence, where alcoholic beverages are sold or consumed while not accompanied by their

parents/guardians. This applies to all Chequamegon School District student athletes regardless of age or the time of year. This rule does not apply to areas of premises or establishments not actually involved in the SALE or CONSUMPTION of intoxicants. These areas could be hotels, grocery stores, bowling alleys and regularly established athletic fields, stadiums, fairgrounds and parks.

- Refrain from the use, possession, or transfer of alcoholic beverages, controlled substances, related paraphernalia, look-alike substances or paraphernalia, performance-enhancing substances (non-prescribed use), prescription medication (non-prescribed use), tobacco products, or any other substance specifically listed and recommended by the Wisconsin Interscholastic Athletic Association on the banned and discouraged substances list.
- Refrain from hosting, sponsoring, organizing, or otherwise arranging a party/gathering at which prohibited substances are being transferred or used.
- Refrain from committing, being arrested, or being charged for any illegal behavior defined as such in the Wisconsin Statutes.
- Refrain from committing serious and/or continued violations of school rules.
- Insubordination, illegal acts or conduct contrary to the principles and standards of the School District of Chequamegon (conduct unbecoming of an athlete).
- Refrain from violating any other rules established by the Marawood Conference, the school, or the WIAA.

Special Conditions:

- The courts have ruled that participation in athletics is a privilege, and not a right; therefore, students involved in interscholastic athletics are often held to a higher standard than other students by virtue of the fact that they are highly visible representatives of Chequamegon School District whose negative behavior could adversely impact the image of our school.
- The Athletic Director shall have primary responsibility for investigating, and, if necessary, assigning penalties for alleged violations of the CODE.
- The CODE is in effect for twelve months of the calendar year and governs the behavior of students whether school is in session or not, and at both in-school events and events not sponsored by the school, except where otherwise stated in the CODE.
- Violations of the CODE are cumulative throughout the student's school career in grades nine (9) through twelve (12).
- If a student is present at a gathering, unaccompanied by parents, where any substances or items prohibited by the CODE are present or being consumed, s/he must depart immediately or, if necessary, make arrangements to depart entirely from the premises no later than within 15 minutes of his/her arrival at the gathering, and must refrain from violating the CODE while still at the gathering. The parent/guardian or adult owning the residence where a party is being held, and any substances or items prohibited by the CODE are being used by minors, does not exempt the child of the owner from violating this rule. Failure to comply with these provisions will be considered a violation of the CODE.
- Penalties will carry over to the student's next season. If the next season is not the season of a sport in which the student is normally involved, the carry-over of the penalty and successful completion of the penalty will count only if the student remains in good standing during the entire season. If not, the penalty carry-over initially in effect will remain in effect and must be served in a successive sports season.
- All penalties assessed for violations of the CODE will be considered completed only if that athlete serves the total penalty as assessed.
- When assessing penalties for violations of the CODE occurring during participation in any interscholastic athletics, a contest/game shall be defined as one game or match or a single day's activities.

ATHLETIC CODE VIOLATION PENALTIES

In the extent that a penalty is not completed by the conclusion of the season, the remaining percentage would be completed in the next season that the athlete participates in. The remaining calculated with the new seasons total regular contests.

- **First Violation:** Student-athletes who violate the CODE will be declared ineligible for a period of 25% of the games played in a regular season, rounded down to the nearest game. Any games or events within the WIAA State Tournament series will not be counted with regular season games to determine the length of the eligibility period.
- **Second Violation:** Student-athletes who violate the CODE will be declared ineligible for a period of 50% of the games played in a regular season. Any games or events within the WIAA State Tournament series will not be counted with regular season games to determine the length of the eligibility period.
- **Third Violation:** Student-athletes who violate the CODE will be declared ineligible for a period of one calendar year beginning with the day following the day following the day on which the student-athlete is discovered to have been in violation of the offense.
- **Fourth Violation:** Student-athletes who violate the CODE will be declared ineligible for the remainder of their high school careers regardless of the nature of the violation.

ATHLETIC CODE VIOLATIONS - PROCESS FOR APPEAL

Decisions regarding disciplinary action taken against any student by the Athletic Director for a breach of the CODE may be appealed by a parent/guardian to the Athletic Council, but the penalty imposed upon the student will be in effect throughout the appeal process. The Athletic Council is comprised of one (1) building administrator, two (2) out-of-season head or assistant coaches, one teacher/representative. The following procedures must be used for the appeal:

If the parents/guardians or the student believe that an alleged offense did not occur, that there are extenuating circumstances regarding the violation, or that the sanction imposed by school authorities is unjust, the parents/guardians or student, if legal age, may appeal in writing to the Principal, within five (5) calendar days of the receipt of the notice of suspension orally or in writing by school authorities. The letter of appeal must detail all of the facts pertaining to the incident, a list of witnesses, signed witness statements, an explanation of any extenuating circumstances surrounding the violation, and the specific remedy requested through the appeal. The student will remain ineligible throughout the entire appeal process.

Within three (3) calendar days of receipt of the hearing request, the Principal will contact the parents/guardians to establish a hearing date for the appeal to be held within ten (10) calendar days of the receipt of the written appeal.

In addition to the Athletic Council, the following individuals shall be present at the hearing: the student, his/her parent(s)/guardians(s), and the Athletic Director. No other individuals will be present at the hearing, and all matters discussed at the hearing will remain confidential.

During the hearing, the student and his/her parent(s)/guardian(s) will have an opportunity to speak and to present any evidence on his/her behalf. Witnesses may be called, but they must remain outside the hearing room until they are called and must leave immediately upon giving testimony. The Athletic Director will present pertinent verbal and written statements gathered as a result of his/her investigation leading to the suspension, and may also present witnesses, if necessary.

Upon conclusion of the hearing, the athletic council will go into closed session to deliberate regarding whether to sustain or reverse the suspension. All votes of the council will be taken as

confidential, written votes, and will not be disclosed to the appealing parties. Decisions will be made by simple majority vote based on a preponderance of the evidence presented. The Athletic Council will render its decision in writing to the appealing parties, but the chair of the Council may also verbally relay the results to the appealing parties after the conclusion of the closed session at the request of the appellants. The council's decision is final.

ATHLETIC TRAINER/TRAINING

An athletic trainer contracted by the school district to service our students is on staff to assist coaches and athletes attain optimal athletic performance and remain safe and healthy while participating. The athletic trainer provides evaluation, assessment, treatment, education, and techniques that can assist in the prevention of athletic injuries for the athletes.

The Athletic Trainer is normally available Monday through Friday from 3:30 PM to 4:30 PM in the Trainer's Room.

The Athletic Trainer also covers athletic events as needed involving our high school interscholastic athletic teams.

ATTENDANCE REQUIREMENTS TO MAINTAIN ELIGIBILITY

Students are required to be in FULL attendance on the day of a contest or practice to be eligible for participation on that day. All school-approved pre-arranged absences are excluded. Extenuating circumstances may be appealed to the principal or athletic director.

An unexcused absence of 10 or more minutes in one or more class periods during a sports season makes a student ineligible for the next upcoming contest for which he/she is eligible (i.e. football season, basketball season, etc.), unless there are extenuating circumstances as determined by the principal or athletic director.

Unexcused absences/truancies on the day following a contest during the season of the activity will result in the athlete being ineligible for participating in their next scheduled contest.

Absences due to a scheduled contest are considered excused absences and it is the student's responsibility to make up any missed work according to the process established in the Chequamegon School District Student Handbook.

AWARDS FOR ATHLETICS

In order to receive any type of athletic award from the school, a student-athlete must finish his/her season in good standing. If a violation of the CODE occurs during the season, and the suspension for the violation extends to or beyond the end of that particular season, preventing the student-athlete from finishing the season in good standing, the award may be given upon the re-establishment of "good standing" by the student-athlete, the recommendation of the coach to the Athletic Director, and the approval of the Principal.

Coaches will establish the specific criteria for awards for student-athletes participating in a particular sport, and will distribute the criteria in writing to all student-athletes at the beginning of the season.

DISPUTES

Clarifications of misunderstandings or disputes between athletes, coaches, parents or any other interested party shall first try to be resolved with the parties involved. (See also "Parent-Coach

Communication” in the Appendix.) If this is not possible, the dispute shall be brought to the following parties in order:

- Assistant coach, if applicable
- Head coach, if applicable
- Athletic Director
- School Principal
- Superintendent
- Board of Education

EMERGENCY INFORMATION CARD

Student-athletes are required to submit an accurately completed “Emergency Information Card” prior to being declared eligible to participate in any practice or contest. Information on the card is kept by the coach in charge of the sport in hard or electronic copy and is used only if it becomes necessary to contact parents/guardians in case an emergency occurs. (See Appendix for “Emergency Information Card”)

EQUIPMENT AND UNIFORMS

Student-athletes are responsible for the safekeeping and maintenance of all school-issued uniforms and equipment, and must return all uniforms and equipment, with only signs of reasonable wear, to the school at the conclusion of the season. Since all student-athletes are issued a specific uniform and/or piece of equipment, there is no substitution of equipment allowed; neither may student-athletes exchange uniforms. The uniform should never be worn outside of game participation, unless the coach or the Athletic Director designates a special day to wear jerseys during the school day. During the season, athletes are expected not to leave their uniforms unattended, on the locker room floor, or in a gym locker. All uniforms should be kept in the athlete’s school locker or left with the coach. All uniforms should be washed in cold water and left to hang dry. Do not put uniforms in the dryer. Failure to return school-issued uniforms and equipment at the end of the season will render the student-athlete immediately ineligible until the missing items are returned, or the school is reimbursed the actual replacement cost of the item(s). The replacement cost of uniforms and equipment generally runs between \$200.00 and \$500.00. Actual reimbursement costs can be obtained from the Athletic Director.

INJURIES

Following any injury, coaches must file a “Student-Athlete Accident Report Form” with the Athletic Trainer and the Athletic Director. In the case of minor injuries not requiring the services of a physician, the coach will determine when the student-athlete is ready to return to practice and games.

If a student-athlete is injured during the season and is under a physician’s care, the student-athlete must obtain a written release from the treating physician prior to resuming active participation in practices and games.

If a student-athlete develops a medical condition or is injured outside the season, whether a valid physical exam form is on file at the school or not, and there is any chance that participation in athletics could heighten the seriousness of the condition or render the student-athlete more prone to injury, the Athletic Director reserves the right to request a written clearance from the treating physician prior to declaring the student eligible to participate in athletics.

INSURANCE

Private Insurance Carrier

All student-athletes must have adequate health insurance coverage in cases of accident or injury. No

cost of medical conveyance or treatment will be borne by Chequamegon School or Chequamegon School District, any high school or any of its employees or representatives.

Students will be asked to furnish proof of insurance coverage when applying for participation in interscholastic athletic teams as part of the application process.

MEDICAL COVERAGE FOR ATHLETIC EVENTS

An Athletic Trainer will be present at selected athletic events to ensure the safety of the participants. Depending on the nature of the event, there may also be an ambulance present.

It is important for parents/guardians to note that in cases of injury at an event, or during practice, the school will attempt to honor the parents'/guardians' request regarding the choice of a personal physician or a designated hospital of choice; however, the school reserves the right to secure the most available and qualified assistance in cases of injury to a student.

MEDICAL INFORMATION –AUTHORIZATION FOR RELEASE

In view of the standards established by the Federal Government under the Health Insurance Portability and Accountability Act of 1996 (HIPAA), parents/guardians of student-athletes may be required to sign the “Authorization for Release of Medical Information” that could become necessary in cases of injury or illness to an student-athlete. This form is printed in the Appendix and will be requested by the Athletic Director if needed.

PHYSICAL EXAM

The WIAA requires that all students who participate in interscholastic athletics must have written evidence of current physical fitness to participate in sports as determined by a licensed physician or an Advanced Practice Nurse Prescriber (APNP) on file in the Athletic Office no less than every other school year. No student will be permitted to participate in PRACTICES OR GAMES in the interscholastic athletic program until this requirement is fulfilled.

Physical exams taken April 1st and thereafter are valid for the following two school years. Physical exams taken before April 1st are valid only for the remainder of the school year and the next school year.

Physical exam forms are available in the Athletic Director’s Office.
(See Appendix for copies of physical exam cards.)

PRIOR TO BEING DECLARED ELIGIBLE FOR ATHLETICS

Prior to being declared eligible for athletics, students must submit the following forms, accurately completed, to the Athletic Director:

- Physical Exam Card or Alternate Year Card
- Informed Consent Statement
- Athletic Permission to Participate Form
- Emergency Contact Card
- Parent-Athlete Sign-off Form for the CODE
- Transportation Waiver (if needed)
- Authorization for Release of Medical Information Form (if determined necessary by the school)
- Concussion Information Form

Athletes who have submitted all of the above information accurately completed will be issued a “Chequamegon Athletic Practice Permit” declaring the student is eligible for practices and

competition in his/her sport. This form must be submitted to coaches prior to participating in tryouts, practice or competition.

TRANSPORTATION POLICY

Students must travel to and from scheduled interscholastic athletic competition via transportation arranged by the District and/or the coach or advisor. A student who travels via other transportation will not participate in that event. Exceptions may be made in advance with the approval of school administration and must be in writing from the parents/guardians. It is understood that students may have to arrange transportation to and from practices. Those instances are also covered in the policies delineated below.

If parents/guardians provide transportation to, or allow another adult or their son/daughter to provide transportation to scheduled interscholastic athletic events, including practices, the following policies are in effect:

- Where a parent/guardian provides transportation to their son/daughter to or from a scheduled event, including practices, the parent/guardian shall assume all resulting liability, and the school shall assume no liability.
- Where a parent/guardian, or another adult designated by a parent/guardian transports students other than their own to or from a scheduled event, including practices, the parent/guardian or designated adult transporting the students shall assume all resulting liability, and the school shall assume no liability.
- Where a student transports himself/herself to or from a scheduled event, including practices, the parents/guardians of that student shall assume all resulting liability, and the school shall assume no liability.
- Where a student transports other students to or from a scheduled event, including practices, the parents/guardians of the transporting student shall assume all resulting liability, and the school shall assume no liability.

All parents/guardians of student-athletes are required to sign the Athletic Transportation Policy form prior to transporting their children, or if the school or extenuating circumstances require that their child(ren) transport themselves or other students to a practice. The form is usually submitted prior to the beginning of the season. If the need arises, it may be used for a particular date, but it must be submitted to the Athletic Director at least 24 hours prior to the date of transport to be in effect. A new form must be signed for each season in which the student-athlete participates. (See “Athletic Transportation Policy” form in the Appendix.)

CHEQUAMEGON SCHOOL DISTRICT

PARENT-ATHLETE HANDBOOK

SIGN-OFF FORM

I certify that I have read, understand, and agree to abide by all of the information contained in the Parent-Athlete Handbook. I further certify that if I have not understood any information contained in this handbook, I have sought and received an explanation of the information prior to signing this statement.

Parent/ Guardian's Signature Date signed

Student-Athlete's Signature Date signed

Athletic Director's Initials Date received

This form must be completed by the parent/guardian and student-athlete and submitted to the Athletic Director prior to a student being declared eligible for athletics.

CHEQUAMEGON SCHOOL DISTRICT
EMERGENCY MEDICAL FORM

Name of Student

Athlete: _____

Telephone #: _____

Address of student: _____

PARENT OR GUARDIAN: _____

Telephone

Home #: _____ **Cell #:** _____

Work: _____

Name of desired hospital for treatment:

Hospital Telephone #: _____ **Family Doctor:** _____

Please list below any special medical problems or handicaps your son/daughter has:

I, as a parent/guardian of the above boy/girl, give my permission to the attending physician, trainer, medical personnel, or coach to give first aid care to my son/daughter should he/she require such assistance or emergency aid.

Signature of Parent or Guardian

Date

Must be turned into the high school office prior to the first day of practice.

CHEQUAMEGON SCHOOL DISTRICT
PARENT & ATHLETE CONCUSSION AGREEMENT

As a Parent and a s and Athlete it is important to recognize the signs, symptoms, and behaviors of concussions. By signing this form you are stating that you understand the importance of recognizing and responding to the signs, symptoms, and behaviors of a concussion or head injury.

Parent Agreement:

I _____ have **read** the Parent Concussion and Head Injury Information and **understand** what a concussion is and how it may be caused. I also understand the common signs, symptoms and behaviors. I agree that my child must be removed from practice/play if a concussion is suspected.

I understand that it is my responsibility to seek medical treatment if a suspected concussion is reported to me.

I understand that my child cannot return to practice/play until providing written clearance rom an appropriate health care provider to his/her coach.

I understand the possible consequences of my child returning to practice/play too soon.

Parent/Guardian

Signature: _____ Date: _____

Athlete Agreement:

I _____ have **read** the Athlete Concussion and Head Injury Information and **understand** what a concussion is and how it may be caused.

I understand the importance of reporting a suspected concussion to my coaches and my parents/guardian.

I understand that I must be removed from practice/play if a concussion is suspected. I understand that I must provide written clearance from an appropriate health care provider to my coach before returning to practice/play.

I understand the possible consequences of returning to practice/play too soon and that my brain need time to heal.

Parent/Guardian

Signature: _____ Date: _____

Must be turned into the high school office prior to the first day of practice!

CHEQUAMEGON SCHOOL DISTRICT
QUESTIONS AND CONTACT INFORMATION

Name: _____

Date: _____

Address: _____

City: _____ Zip: _____ County: _____

Phone: _____ Email: _____

Age: _____ School: _____ District: _____

Check all that apply I participate in:

- | | | | |
|--|--|-------------------------------------|------------------------------------|
| <input type="checkbox"/> Football | <input type="checkbox"/> Baseball/Softball | <input type="checkbox"/> Basketball | <input type="checkbox"/> Hockey |
| <input type="checkbox"/> Soccer | <input type="checkbox"/> Golf | <input type="checkbox"/> Volleyball | <input type="checkbox"/> Wrestling |
| <input type="checkbox"/> Track & Field | <input type="checkbox"/> Cross Country | <input type="checkbox"/> Gymnastics | <input type="checkbox"/> Tennis |
| <input type="checkbox"/> Other _____ | | | |

Name of Current Team: _____

1. Have you ever had a concussion? _____. If yes, how many? _____

2. Have you ever experienced concussion symptoms? _____ Did you report them? _____

EMERGENCY CONTACTS:

Name: _____ Relationship: _____

Phone Number: _____

Name: _____ Relationship: _____

Phone Number: _____

Must be turned into the high school office prior to the first day of practice.

CHEQUAMEGON SCHOOL DISTRICT
INJURY REPORT FORM

STUDENT'S Name: _____ DOB: _____

Date of Accident: _____ Time of Accident: _____

DETAILED DESCRIPTION OF ACCIDENT: How did it occur? _____

Where did it occur? _____

Part of Body Injured: _____ R _____ L _____

Treatment: First Aid: _____ Administered by: _____

Ambulance: _____ Called By: _____

Hospital: _____

Activity: _____

NAME OF SCHOOL AUTHORITY SUPERVISING ACTIVITY: _____

Was Supervisor a witness to the accident? YES _____ NO _____

SIGNATURE OF COACH/TEACHER: _____ DATE: _____

PRINCIPAL: _____ DATE: _____

Please complete and return into the school office!

CHEQUAMEGON SCHOOL DISTRICT

ELIGIBILITY REINSTATEMENT FORM

Dear Teacher:

The student listed below received at least one academic failure(F) for the last quarter. As per the Activity Eligibility Code requirement, the student may regain eligibility by completing this form with passing grades in all classes. You are asked to sign this form and indicate whether or not this student is currently passing your class. A specific grade is not needed at this point.

Name: _____ Year in School: _____

Date: _____ Sport/Activity: _____

(Study Halls do not need to be entered. All other classes must be entered and have a signature.)

Period	Subject	Passing Y/N	Signature
1.			
2.			
3.			
4.			
5.			
6.			
7.			

To the Student:

You must be passing all of your classes. If you are, you will become eligible on the date listed below. If you have been given a **NO**, you will remain ineligible until you can get passing grades in **ALL** of your classes

Reinstatement of Eligibility will be effective as of, _____ if you receive "Y's" in all of your classes.

Date Returned: _____ Reinstated Approved: Y N

Athletic Director: _____

Please complete and return into the school office!