

HIGH SCHOOL ACTIVITIES CODE HANDBOOK



WAUSAU SCHOOL DISTRICT

WAUSAU SCHOOL DISTRICT

STUDENTS

5610

ACTIVITIES

High School Activities Code

I. PHILOSOPHY OF CO-CURRICULAR ACTIVITIES

The Wausau School District believes that co-curricular activities are a vital component of the District's educational program. Activities should be a positive learning experience, allowing students to achieve their greatest potential in their chosen activity. In addition, selection to a team or co-curricular activity is both an honor and privilege and, as such, carries responsibilities and the expectation that students will demonstrate leadership in that activity. As leaders, they are visible representatives of the Wausau School District and its programs. This position means they must demonstrate the highest personal standards of excellence, determination, integrity, and self-discipline.

Wausau School District students will be recognized for their achievements in co-curricular activities. Behaviors that are detrimental to themselves or those they represent will not be acceptable. Dishonesty, unsportsmanlike behaviors, and use of controlled substances or conduct unbecoming of a student-athlete/activity member cannot and will not be tolerated by the Wausau School District. The Student Activities Code will be administered fairly and without exception for students participating in co-curricular activities.

II. PURPOSE OF ACTIVITIES CODE

The Activities Code of the Wausau School District is established to provide clear and consistent expectations for students participating in District sponsored activities. Taken together with the Coach's/Advisor's Expectations, the Code is intended to define for those it governs the ideals of good citizenship, fair play, and responsibility for one's individual actions.

III. PROCESS TO FOLLOW TO BECOME INVOLVED IN ACTIVITIES PROGRAMS

Before a student may participate in an activity, the student and parent(s)/legal guardian(s) must:

- A. Annually attend one general High School Activities Code presentation that is held three times throughout the year at which:
 1. The High School Activities Code will be explained and reviewed.
 2. District policies relevant to activities participation will be reviewed.
 3. Co-curricular activities will be presented.
- B. Sign and return, annually, the Activities Code and insurance waiver.
- C. Sign and return the Coach's/Advisor's Expectations and emergency medical card.
- D. Pay user fee before the first contest/event, if applicable.

E. Athletics:

- WIAA physical examination and permit card (signed by a licensed physician, physician assistant or advanced practice nurse prescriber) must be submitted every other school year.
- In alternate years, the alternate year card must be signed and submitted.
- A signed WIAA eligibility form must be submitted.
- Parents/guardians and students must attend a mandatory coach's meeting prior to the first competition.

Activities:

- Parents/Guardians and students may be required to attend an advisor's meeting.

IV. REGULATIONS OF HIGH SCHOOL ACTIVITIES CODE

The student must be a full-time student and is required to follow the conditions set forth in the High School Activities Code on a year-round (12 month) basis, and he/she must make a commitment to the following:

A. Attendance

The student must be in a full day of attendance (not including in-school suspension) to be able to participate in any activity that day. Students leaving school for illness may not participate in any activity that same day. The only exceptions to this requirement are:

1. Excused absences not to exceed one-half of the student's scheduled classes;
2. Family emergencies (such as funerals) approved by the Activities Director;
3. Administrative approval.

B. Academic

In order to be academically eligible, a student must have no failing quarter grades. A student not meeting this criteria will be ineligible for activities for fifteen (15) consecutive scheduled school days and nights. The ineligibility will begin on the fifth (5th) scheduled school day following the end of the first (1st), second (2nd), or third (3rd) quarter. Eligibility for activities that begin on or before the first (1st) quarter of the new academic year shall be based on the previous fourth (4th) quarter grades. Opportunities may exist to regain eligibility through summer school courses. Summer school grades may be substituted for fourth (4th) quarter failures provided they are in the same academic area as the failed class. Summer school is to be considered an extension of the school year it follows.

Grade changes and removal of an incomplete grade must be completed within two weeks of the date grades are posted.

To regain eligibility, a student must complete a grade check with the Activities Director on the fifteenth (15th) school day after the declaration of ineligibility to ensure passing grades in all classes. To maintain eligibility, the students must complete a second grade check on the thirtieth (30th) school day after the declaration of ineligibility to ensure continued passing grades in all classes. A student who is ineligible due to failing grades, will continue to practice, but may not return to competition - until the SCHOOL DAY FOLLOWING the fifteen (15) day ineligibility period. For fall activities, the period of ineligibility is the lesser of twenty-one (21) calendar days beginning with the date of earliest allowed competition in an activity or one-third of the maximum number of games/meets allowed in an activity.

C. Conduct Rule

The following conduct rules are established in the best interest of the student and the school. Students who comply with these rules demonstrate their desire to dedicate themselves to self-improvement. These conduct rules apply year-round (12 months), in and out of school.

A student shall not:

1. Violate-Board Policy #5706, Prohibition Against Harassment and Discrimination.
2. Steal or possess stolen articles.
3. Buy, sell, use or possess illegal drugs, controlled substances, street drugs, or performance enhancing substances (PES).
4. Buy, sell, use or possess tobacco products.
5. Buy, sell, use or possess alcohol products, non-alcoholic beer, wine, or look-a-likes.
6. Conduct him/herself in a manner unbecoming a student representing the Wausau School District. Examples of conduct unbecoming may include, but are not limited to, the following: (a) violation of a law; (b) vandalism; (c) disrespect to school authorities; (d) inappropriate use of social media; and (e) violation of school rules; (f) attending and remaining where any code violation is occurring – not making an effort to remove yourself from the situation immediately.

V. CONSEQUENCES OF ACTIVITIES CODE VIOLATIONS

Students who make a commitment to accept the responsibilities listed in the High School Activities Code will have the privilege of full participation in the co-curricular activities program. Consequences of High School Activities Code violations shall be cumulative beginning with and throughout the student's participation during his/her freshman, sophomore, junior, and senior years.

Activities Council:

The Joint Wausau East and Wausau West Activities Council will be composed of the following: the Principals, the Activities Directors, the head coach/advisor involved with the student, and one coach and/or one advisor from each school. If the violation being examined involves a student in athletics, the member of the Council will be an athletic coach. If the violation being examined involves a student in activities, the member of the Council will be an advisor. If the violation being examined involves a student in both athletics and activities, both members will serve.

The Activities Council shall meet as often as necessary and will take action in a fair and impartial manner. Minutes of the meeting will be recorded and kept by an Activities Director. If the Activities Council cannot meet prior to the activity or awards night the student will be participating in, the Activities Director or Principal may suspend the student from participation or receiving any award. The student and/or parent/guardian will be notified prior to the event. Any activity suspensions that occur prior to the date the Activities Council meets will be included in the total suspension the student is required to serve.

In all cases, the student shall be provided due process to include:

1. The student and parent(s)/guardian(s) will be informed of the alleged violation and will be provided an opportunity to meet with the Activities Director to discuss the alleged violation and potential consequences. Additionally, parents may submit a written statement to be provided to all Activities Council members.
2. The Activities Council will meet to discuss the information gathered on the alleged violation and will determine appropriate action and consequences in accordance with the Activities Code
3. The student and parent(s)/guardian(s) will be informed in writing of the decision of the Activities Council

A. Violation of Conduct Rule:

Violations of the responsibilities described in Section IV C. will be dealt with in the following manner:

1. When Administration is made aware of a possible violation, the Administration and/or Activities-Director will investigate the violation. If there is evidence of a violation Administration will contact the student and parent(s)/guardian(s) to review the alleged violation. If Administration determines there is sufficient proof that a violation has occurred, it will be referred to the Activities Council to determine potential consequences.
2. A "season/activity" is defined as beginning with the official starting date for the season/activity through the last day of the individual's official competition/participation in that particular activity.

A violation will result in the loss of any recognition/award for that activity if the offense occurs before the awards are presented. In-season violations will remove that individual from nomination for or receipt of any awards for that activity.

3. A first code violation will result in the loss of, or eligibility to hold, any elected or appointed leadership position (e.g. team captain/club officer) in any activity for no less than the next six (6) months of the school calendar from the date of written confirmation.
4. A second code violation will make the student ineligible to hold any elected or appointed leadership position during the remainder of his/her high school career.
5. A suspension from athletics must be served in athletics. A suspension from a non-athletic activity must be served in a non-athletic activity.
6. Per WIAA regulations, if a student transfers to a different school, the consequences for a violation of an Activities Code and academic ineligibility transfer with him/her.

VI. SUSPENSIONS

A. First Offense or Violation:

1. For an in-season suspension, the student will continue to practice, but will be suspended from participating in contests/performances as determined by the Activities Council. The maximum allowable penalty for an in-season first offense will be all contests/performances - for the remainder of the current activity. If the violation occurs at a time the student is not participating in an activity, the student will be suspended from participating in contests/performances as determined by the Activities Council - in his/her next activity of participation. The maximum penalty allowable for an out-of-season first offense will be all contests/performances for the next activity of participation. During a suspension, the student must participate for the entire activity/season - and finish in good standing in order for the suspension to be satisfied.
2. If the offense occurs in-season, the student will lose any recognition/awards for that activity.
3. If the violation occurs during the last two (2) weeks of the regular scheduled activity, the suspension may carry over to the next activity in which the student chooses to participate; however, during this suspension, the student must participate for the entire season in the next activity and finish in good standing in order for the suspension to be satisfied.
4. The student, with parent(s)/guardian(s) notification, may choose to participate in a school-approved Assessment/Counseling Plan as an alternative to a First Offense Violation. Participation in this plan involves:

- a) Suspension for not less than 25% of the activities regular scheduled games/performances, which may be carried into the next activity in which the student participates.
- b) Completion of two (2) of the required four (4) sessions of the Assessment/Counseling Plan prior to a return to probationary eligibility.
- c) Continued probationary eligibility will be dependent upon participation and completion of all four (4) sessions of the Assessment/Counseling Plan.
- d) Completing the Plan in addition to, or in combination with, other outside voluntary counseling plans in which the student may become involved.
- e) The student will be responsible for any costs associated with participation in the counseling program.

B. Second Offense or Violation:

1. The student will lose eligibility for not less than 50% of the games/performances for that activity up to one (1) calendar year for all activities, from the date the suspension begins.
2. If the offense occurs in-season, the student will lose any recognition/awards for that activity.
3. The student and parent(s)/guardian(s) may opt for reduced suspension by completing the school-approved Assessment/Counseling Plan, with District counseling staff, designed for each type of violation under the following rules:
 - a) The student who chooses the counseling option will be ineligible to compete in games/performances again until completion of the plan. All counseling programs are a minimum of eight (8) sessions in length.
 - b) At the discretion of the head coach/advisor and Activities Director, the student may practice while completing the Plan.
 - c) Upon completion of the school-approved Assessment/Counseling Plan and suspension period, eligibility will be reviewed and reinstatement may be made by the Activities Director.
 - d) The student who begins, but does not complete the entire Plan, has no opportunity to regain eligibility through early reinstatement.
 - e) The student will be responsible for any costs associated with participation in the Assessment/Counseling Plan.

C. Third Offense or Violation

The student is ineligible for further participation in any activity for the remainder of his/her high school career with the following exception:

A student may request an Activities Council review after one full calendar year from his/her last code violation if, during the time of suspension, the student has remained free from any additional activities code violations. The Activities Council may grant eligibility if it determines the student and situation warrants it.

D. Fourth Offense or Violation

The student is ineligible for further participation in any activity for the remainder of his/her high school career.

VII. COACH'S/ADVISOR'S EXPECTATIONS

The High School Activities Code states that each coach/advisor will establish in writing his/her expectations, which are to include student behavior. This supplement is developed to identify unacceptable student conduct that is contrary to the ideals and standards of the District's and our community. If a student's behavior is considered unacceptable, he/she will be disciplined as stated in the final paragraph of this supplement.

Areas of expectations are as follows, but are not limited to:

1. Practice/Meeting Conduct and Rules
2. Locker Room/Dressing Room Conduct and Rules
3. Game/Performance Conduct
4. Use of Social Media
5. Transportation Conduct
6. Equipment Care
7. Unacceptable Language
8. Dress Code
9. Training Hours
10. Tardiness/Absences/Classroom Behavior
11. Attitude
12. Other expectations as identified by the coach/advisor

Because the expectations referred to above cover a multitude of possible violations with a varying degree of severity, the consequences may also be very broad. It is the intent to apply appropriate consequences to violations. These consequences may vary from a verbal reprimand to the loss of eligibility for the remainder of the current season. The coach/advisor will contact the student and parent(s)/guardian(s) if a suspension or dismissal is in order. Any coach's/advisor's decision to dismiss will be made in concert with the Activities Director. Violations of coach's/advisor's expectations are cumulative only during each season of participation.

VIII. CHANGING SPORTS/MULTIPLE SPORTS PARTICIPATION

- A. An athlete may not quit one sport and begin another during the same sport season except by agreement of the coaches involved and/or the Activities Director.
- B. An athlete may participate in multiple sports (maximum two) per season with the approval of both coaches involved. However, the athlete must declare his/her primary sport prior to participation in either sport. Once the athlete has declared their primary sport, they must participate in all scheduled competitions for that declared sport unless it is mutually agreed by both coaches involved.

IX. AWARDS

- A. Credit for earning a letter will be established by the coach or advisor in each activity. Written copies of these criteria will be on file in the office of the Activities Director and the building principal.
- B. All awards for each activity are given only on the recommendation of the coach or advisor of that activity.
- C. A student must be in good standing at the end of the activity's season to receive his or her awards.

X. STUDENT ACCIDENT INSURANCE

The Wausau School District DOES NOT provide student accident insurance to cover medical costs to any of our student/athletes. However, it is recommended that all students participating in Wausau School District activities be insured by their parent/guardian.

Cross Ref.: Board Policy 5706, Prohibition Against Harassment and Discrimination

Adopted: August 8, 1983

Revised and Adopted: December 12, 1988

Revised and Adopted: August 10, 1992

Revised and Adopted: August 12, 1996

Revised and Adopted: April 14, 1997

Revised and Adopted: August 10, 1998

Revised and Adopted: February 11, 2002

Revised and Adopted: April 19, 2004

Revised and Adopted: January 24, 2004

Revised and Adopted: June 27, 2005

Revised and Adopted: June 26, 2006

Revised and Adopted: March 12, 2012

Revised and Adopted: June 10, 2013

**WAUSAU SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURE**

Accommodations for Activity Participation

The Wausau School District is committed to providing equal opportunities for all students. If your child is considering participation in an activity through the Wausau School District and needs special accommodations to participate in the selected activity, please fill out the form below and list any specific accommodations needed.

Accommodations are reasonable modifications of practices or services to individuals with disabilities so they can participate in programs or activities.

Continuous Nondiscrimination Notice

The Wausau School District does not discriminate against individuals on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability. Federal law prohibits discrimination in education and employment on the basis of age, race, color, national origin, sex, religion, or disability.

Anyone who believes that the Wausau School District has inadequately applied the principles and/or regulations of Title VI, Title VII, Title IX, Section 504 or the Americans with Disabilities Act, may file a complaint with the WSD Equity Director at the Longfellow Administration Center, 415 Seymour Street, Wausau, Wisconsin 54403, or by telephone at 715-261-0500.

Lub Wausau School District txwv tsis pub leejtwg ua saib tsis taus ib tus neeg twg txawm yog hais tias nej yog pojniam los yog txivneej, yog haiv neeg dabtsi, ntseeg dabtsi, poj koob yawm txiv yog leejtwg, nyiam pojniam los yog txivneej li cas, muaj mob nkees li cas los yog xiam oob qhab li cas. Kevcai nyob rau tebchaws no txwv tsis pub leejtwg yuav ua saib tsis taus nej yog nej tuaj nrhiav haujlwm ntawm peb txawm yog nej yog haiv neeg twg, muaj noob nyoog li cas, cev nqaij daim ntawv yog xim dabtsi, nyiam pojniam txivneej, ntseeg dabtsi, los yog muaj kev xiam oob qhab li cas.

Yog leejtwg ntseeg tau hais tias lub khoog tsev kawm ntawv Wausau School District ua tsis raws li txojcai thiab/los yog cov lus teev tseg nyob rau Title VI, Title VII, Title IX, Section 504 los yog Txojcai Tiv Thaiv Haiv Neeg Mekas uas Xiam Oob Qhab, nej sau tau ib tsab ntawv tsis txaus siab tuaj rau tus saib xyuas tej teebmeem zoo li no uas yog tus WSD Equity Director nyob tom Longfellow Administration Center, 415 Seymour Street, Wausau, Wisconsin 54403, los yog hu rau nws ntawm tus xovtooj 715-261-0549.

El Distrito Escolar de Wausau no discrimina contra las personas por motivos de sexo, raza, religión, nacionalidad, ancestro, credo, embarazo, estado civil, orientación sexual, o discapacidad física, emocional, mental o de aprendizaje. La Ley Federal prohíbe cualquier tipo de discriminación en la educación y empleo por motivos de edad, raza, color, nacionalidad, sexo, religión o discapacidad.

Cualquier persona que crea que el Distrito Escolar de Wausau ha aplicado inadecuadamente los principios y/o reglas del Título VI, Título VII, Título IX, Sección 504 o del Acta para Americanos con Discapacidades, podrá presentar una denuncia ante el Director de Igualdad del Distrito Escolar de Wausau al Centro de Administración Longfellow, 415 Seymour Street, Wausau, Wisconsin 54403, o por teléfono al 715-261-0596.

Wausau School District – Special Accommodations Form

Student's Name _____ School _____

Activity _____ Effective Date(s) _____

Special Accommodations Requested _____

Parent/Guardian Signature _____ Date _____

STUDENT-PARENT/GUARDIAN AGREEMENT
TO ABIDE BY THE HIGH SCHOOL ACTIVITIES CODE

- I. I agree to abide by the High School Activities Code and realize that any violation on my part will result in the restrictions and penalties set forth in the Code. I will also have integrity to inform my coach/advisor, and Activities Director if I ever violate this Code while under its rules.
- II. I recognize the importance of following the coach's/advisor's instructions regarding playing techniques, training, and other team rules, and I agree to obey such instructions (**pertains to participation in athletics only**).

Student (print name) _____

Student (signature) _____ **Date:** _____

As the parent(s)/guardian(s) of a student participating in activities in the Wausau School District, I/we support our child's commitment to abide by all rules as stated in the High School Activities Code.

To demonstrate my/our support, I/we pledge to:

- I. Be aware of our child's academic status, behavior, and social habits.
- II. Not cover-up or provide alibis if rules are broken. We will hold our child responsible and accountable for their actions and will inform the Activities Director or school Administration if he/she violates the High School Activities Code. We will communicate our intentions to our child so he/she will be aware of what the consequences will be should a violation occur.
- III. Realize the consequences of the High School Activities Code violations are cumulative throughout the student's high school career. We further recognize the District expects that, when a High School Activities Code violation occurs, the parent(s)/guardian(s) will work cooperatively by sharing information with the Activities Director or confidentially with the counseling department.

Parent(s)/Guardian(s) Signature: _____ **Date:** _____

ASSUMPTION OF RISK STATEMENT

I/We understand that school-sponsored activities can cause genuine risks, including injury and/or death, to anyone who engages in them. Because of the dangers of participating in activities, I/We recognize the importance of following coach's/advisor's instructions regarding playing techniques, training and other rules, and to agree to obey such instructions. In consideration of the Wausau School District permitting me to try out for District activities and to engage in those activities, I hereby assume all risks associated with participation and agree to hold the WSD harmless from any liability that may arise in connection with my participation in school-sponsored activities. I do voluntarily choose to participate in WSD activities in spite of inherent risks.

My signature below indicates that I have read this statement, understood it completely, and agree to be bound by its terms.

Student: _____ **Parent/Guardian:** _____ **Date:** _____

*****FOR STUDENT ATHLETES ONLY*****
PARENT/ATHLETE WIAA RULES OF ELIGIBILITY SIGN-OFF

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

School Name: _____

Parent/Guardian's Signature: _____ **Date:** _____

Student-Athletes Signature: _____ **Date:** _____

NOTE: THIS PAGE MUST BE SIGNED AND RETURNED BEFORE A STUDENT MAY OBTAIN EQUIPMENT OR SUPPLIES OR PARTICIPATE IN ANY ATHLETIC PRACTICES OR GAMES, OR BEFORE A STUDENT MAY PARTICIPATE IN ANY HIGH SCHOOL ACTIVITIES.