



Notus Jr-Sr High School

Athletics/Activities Handbook

Table of Contents

[STATEMENT OF GOALS](#)

[NOTUS JR. SR. HIGH SCHOOL FIGHT SONG](#)

[ATHLETE PARTICIPATION PHILOSOPHY](#)

[NOTUS ACTIVITY POLICY FOR 7-12 STUDENTS](#)

[EXTRACURRICULAR AND CO-CURRICULAR PARTICIPATION POLICY #3380](#)

[STUDENT BODY FEES](#)

[SPORTS PHYSICALS](#)

[MEDIA REPORTS AND PUBLIC RELATIONS](#)

[SOCIAL MEDIA](#)

[STUDENT TRAVEL TO OR FROM AN EXTRACURRICULAR OR CO-CURRICULAR ACTIVITY](#)

[SPECTATOR CONDUCT AND SPORTSMANSHIP](#)

[COACH CONDUCT](#)

[EXPECTATIONS OF NOTUS JR. SR. HIGH SCHOOL ATHLETICS](#)

[COACHES' EVALUATION](#)

[STAFF-STUDENT RELATIONS](#)

[SPORTSMANSHIP](#)

[TITLE IX](#)

[MAINTENANCE OF EQUIPMENT](#)

[PURCHASING OF EQUIPMENT](#)

[FUNDRAISING](#)

[SAFETY](#)

[PAPERWORK](#)

[CONCUSSION PROTOCOL](#)

[TEAM DEVELOPMENT](#)

[PARENT INVOLVEMENT](#)

[EQUIPMENT AND FACILITIES](#)

[TEAM TRANSPORTATION](#)

[ADMINISTRATIVE RESPONSIBILITIES](#)

[Appendix A](#)

[NSD COACHING STAFF](#)

[NSD STUDENT ATHLETE CODE OF CONDUCT](#)

Notus Jr. Sr. High School

Athletics & Activities Handbook

NSD Athletic and Activities is an integral part of the total educational process of Notus Jr. Sr. High School. Being involved in athletics and activities provides the student with opportunities to develop leadership skills and to learn the ideals of fair play and ethical behavior, which are necessary for competition and cooperation in our society. Participation should also provide our students with the unique opportunities for self-discipline, self-sacrifice, and loyalty to the community, the school and the team. Notus Jr. Sr. High School encourages all students to participate in athletics and activities by offering a well-rounded program of interscholastic athletics for both young men and women. Competition and cooperation are prized in our culture, and both are fostered by a well conducted program under competent leadership.

NSD Athletic and Activities are regulated to meet educational objectives that can provide a major contribution to the physical and moral development of students. The coach and/or advisor of any team is primarily responsible for the compliance by his/her squad members to the rules, regulations, and policies governing athletics and activities at Notus Jr. Sr. High School. Compliance is enhanced when athletes and participants are informed of and understand the policies. All coaches and advisors (and their direct support: assistant coaches and approved "walk on" staff) are directly responsible to the Athletic Director and/or Principal for the application of these rules and regulations. The Athletic Director will administer these rules and regulations as they relate to inter squad and inter coach relationships. This handbook should answer many of the questions you might have, but by no means should it be the final word. No matter how trivial you might feel some issue might be, if you are unsure you should always contact the Athletic Director or NSD administration if you need clarification. You have chosen an honorable profession and must be an example of honor and dignity for the student-athlete. I am proud to be associated with all of you and ask that we all dedicate ourselves to upholding the proud tradition of Notus Jr. Sr. High School.

Sincerely,

Jen Wright, Principal & Co-Athletic Director

Brad Huter, Co-Athletic Director

STATEMENT OF GOALS

The primary goals of the Notus programs for the young men and women of Notus Jr. Sr. High School are as follows:

1. To provide programs that are responsive to the expressed needs, interests, and abilities of the students and which is consistent with available facilities, equipment and staff.
2. To provide programs that will satisfy both the competitive needs as well as recreational needs of students.
3. To provide equal opportunity for all students in the Notus athletics and student activities.
4. To provide an athletic program that will promote physical well-being and desirable attitudes in leadership and sportsmanship for both the participants and spectators.
5. To provide programs that are an integral part of the educational program.
6. To provide the students with a qualified staff to coach and/or advisor to supervise all aspects of NSD's programs.

NOTUS JR. SR. HIGH SCHOOL FIGHT SONG

ON YE PIRATES
ON YE PIRATES
FIGHT FOR VICTORY!
WIN THIS GAME TEAM,
SEEK THE FAME TEAM,
SEE HOW PROUD WE'LL BE!
RAH! RAH! RAH!
WE ARE LOYAL TO OUR COLORS—
GOOD OLD BLUE AND WHITE!
KEEP UP THE SPIRIT, PIRATES!
FIGHT! FIGHT! FIGHT!

ATHLETE PARTICIPATION PHILOSOPHY

It is the philosophy of the Notus Jr. Sr. High School athletes enjoy as many sport seasons as the student-athlete and their parents wish them to participate without influence from any coach to specialize in one sport. All coaches should encourage participation in other sports. In order to embrace this philosophy, our coaches agree that:

- 1) No student may start (or try-out for) another extra-curricular activity until the previous one is complete.
- 2) It is possible to have a student participate in more than one sport in a specific season. In his case, the coaches of both programs involved along with the student should sit down and work out a calendar for practices, scrimmages, and games.
- 3) All students will have equal access to athletics and activities, if a student needs financial support to participate in a sport or activity please refer the student to the Athletic Director, so arrangements may be made to support the student's desire to participate.

NOTUS ACTIVITY POLICY FOR 7-12 STUDENTS

No credit is granted for extra-curricular activities. Some extracurricular activities may take place during the instructional day because of the demand of physical facilities. Practice times will be posted at the beginning of the season. Any changes to the practice times, leave time, or game time must be presented to the students in paper form and a copy of this form is to be turned into the office.

It is the goal of Notus Jr. Sr. High School to encourage all students to participate in activities in order to enrich their regular academic learning environment. This philosophy of participation is achieved through proactive policies that encourage student athletes to perform at a high level both in the classroom as well as on the playing field. Providing student athletes the tools necessary to perform at or above academic expectations is the goal of all shareholders.

EXTRACURRICULAR AND CO-CURRICULAR PARTICIPATION POLICY #3380

Refer to Policy #3380

ATTENDANCE ON DAYS OF EXTRACURRICULAR AND CO-CURRICULAR EVENTS

STUDENTS SHALL BE IN ATTENDANCE ALL DAY TO PRACTICE AND PLAY - THIS MEANS ALL ACADEMIC PERIODS. An exception for up to one half day can be made with an excuse from a DOCTOR OR DENTIST on their notepad or stationery, or for documented legal purposes. Students who are too sick to come to school are considered too sick to participate in games or practice. A student who is under suspension is prohibited from playing or participation.

STUDENT BODY FEES

All fees are due and payable at the time of registration. All students participating in athletics or activities are required to purchase an activity student body (ASB) card. This card is their identification that they are a Notus student and will permit them into home games free of charge.

SPORTS PHYSICALS

Per Notus School District policy, all **Junior High School** students are required to complete a physical annually in order to participate in Junior High School athletics. In addition athletes in grades (9-12) must meet the requirements set by the Idaho High School Activities Association as stated below.

The Idaho High School Activities Association requires that an athlete receive a physical examination and have on record with the school the interim questionnaire prior to his/her first practice in any IHSAA sponsored sport (grades 9-12). Physicals are required prior to the first day of practice in the 9th and 11th grades. A student will not be required to have an additional physical examination during the 10th and 12th grades unless:

1. The physician recommends the student have an additional physical examination.
2. The parents request an examination via the Interim Questionnaire.
3. Affirmative answers on 1-9 of the Interim Questionnaire indicate a possible need for a repeat physical examination.
 - a. It will be the responsibility of each principal to consult with a licensed physician regarding any answers to questions given on athletic interim questionnaires which may indicate a possible need for a repeat physical examination.
4. A transfer athlete had a physical examination during the preceding year in another state.

The physical examination must not be completed before May 1 of the athlete's 8th or 10th grade year in order to count for the next two years

ACADEMIC ELIGIBILITY – PRIOR TO THE SEASON

Notus student athletes must be enrolled full-time and have received passing grades and have earned credit in at least six (6) full credit subjects, or the equivalency, in the previous semester or grading period for which credit is granted in their State Department of Education approved courses during the previous grading period (IHSAA Rule 8-1). Students may gain eligibility by retaking incomplete or failed courses during summer school, approved independent study

courses, or IDLA courses. The class must be equivalent to the course failed from the prior grading period.

NEW TRANSFER STUDENTS

When a new student transfers from another school, the eligibility standards for the Idaho High School Activities Association Rule will be followed until the student completes three (3) weeks at Notus High School. At the end of the three-week period the student must be in alignment with the Athletic Participation Policy of the Notus School District.

ACADEMIC ELIGIBILITY – DURING THE SEASON

- Refer to Board Policy #3380
- IHSAA Policy
 - 8-1 requires all Notus Sr. High Students be on target to graduate at the conclusion of their senior year in order to be eligible to participate in any extracurricular activity.
 - **IHSAA 8-1** To be academically eligible for athletics a student must be enrolled full-time and have received passing grades and have earned credit in at least 5 full credit subjects, or the equivalency, in the previous semester or grading period for which credit is granted.
 - **IHSAA 8-2** A student becomes ineligible for athletics on his/her twentieth (20th) birth date. This rule is non-appealable.

ACTIVITY SUSPENSION AS A RESULT OF SCHOOL SUSPENSION & STUDENT BEHAVIOR

Refer to Student Handbook

MEDIA REPORTS AND PUBLIC RELATIONS

Coaches are responsible for contacting the media within 24 hours with results of competition. For a list of contact information for the Idaho Press Tribune, Idaho Statesman, and Western Canyon Chronicle please see the Athletic Director. Emails can be sent to Mrs. Sanford for daily bulletin updates as well. They must be received prior to 8:00 am.

Plan your comments from a positive perspective and in such a way that you can be proud of any quotes attributed to you concerning your program or a particular contest or individual.

SOCIAL MEDIA

Social Media pages (Facebook and Twitter) will be monitored by the Athletic Director and High School Principal. Social Media will be utilized to communicate with patrons, athletes, and Notus Community along with spotlighting athletics and activities.

STUDENT TRAVEL TO OR FROM AN EXTRACURRICULAR OR CO-CURRICULAR ACTIVITY

- Students will board the bus at the designated point of origin for the trip and will return to the point of origin in the bus. There will be no stops along the designated route to pick up or discharge students unless approved by the principal, transportation supervisor, and parent prior to the trip. Students that do not ride the bus to a scheduled event will not participate in that event.
- The only variation allowed in this regulation is the release of students to parents in a face-to-face situation at the close of the activity before buses begin the return trip. Such release will require a signed, dated note from the parent.
- The activity must provide at least one instructor\coach\ or adult sponsor for each bus on a special trip. The bus driver will be responsible for the safe operation of the bus. The sponsor will be responsible for supervision of students and enforcement of bus rules. Any adult designated by the principal as a sponsor will have such authority.
- Students must follow all school bus rules. If a student causes a disruption or hazard on the bus, a hearing will be held with the principal, driver, instructor\coach\ or adult sponsor, parent/guardian and student. The driver, instructor\coach\ or adult sponsor, parent/guardian and the student will have the opportunity to share with the principal their perceptions of the problem.

REHEARSALS/PRACTICES/SCHOOL ACTIVITIES

A faculty member, advisor or designee must direct all rehearsals and/or student activities. Students are not to attend school rehearsals or practice unless they are scheduled to participate in them. All rehearsals/ student activities must have the principal's approval. Team/group practices may be open or closed to the public (including family members), at the discretion of the head coach and/or advisor.

SPECTATOR CONDUCT AND SPORTSMANSHIP FOR ATHLETIC AND CO-CURRICULAR EVENTS

Any person, including an adult, who behaves in an unsportsmanlike manner during an athletic or co-curricular event, may be ejected from the event the person is attending and/or denied admission to school events for up to a year, after a Board hearing. It is important to show respect and courtesy for all players, coaches, officials and spectators.

Examples of unsportsmanlike conduct include, but most certainly are not limited to:

- using vulgar or obscene language or gestures;

- possessing or being under the influence of any alcoholic beverage or illegal substance;
- possessing a weapon;
- fighting or otherwise striking or threatening another person;
- failing to obey the instructions of a security officer or school district employee;
- engaging in any activity which is illegal or disruptive of the educational process;
- Complaining about official's calls (verbal or gestures); and
- Vandalism or disorderly conduct.

The Superintendent may seek to deny future admission to any person by delivering or mailing a notice, sent by certified mail with return receipt requested, containing:

- The date, time, and place of a Board hearing;
- A description of the unsportsmanlike conduct;
- The proposed time period that admission to school events will be denied.

All Notus Jr. Sr. High School athletic events are considered an educational experience for our students and are conducted in an extended classroom environment. Sportsmanship is expected from all participants as well as from spectators.

Notus Jr. Sr. High School shall assign an appropriate administrator, faculty member, and/or police officers to provide for supervision of athletic contests. It is also the responsibility of the coaches and other staff members at athletic events to enforce these rules. Persons unable to conduct themselves according to these rules of sportsmanship will be asked to leave the event.

COACH CONDUCT

EXPECTATIONS OF NOTUS JR. SR. HIGH SCHOOL ATHLETICS

Coaches are educators and leaders of the young men and young women they coach. Parents and student athletes can expect that Notus Jr. Sr. High School coaches will:

- Place the well-being of their athletes ahead of the desire to win. "Athletes first, winning second" exemplifies high standards of moral character at all times.
- A complete list of the coach's checklist is attached at the end of this manual.

FORM OF ADDRESS

Require that athletes call you "Coach" or Mr., Miss, or Mrs. as appropriate. Keep a professional distance between yourself and your athletes.

COACHES' EVALUATION

Every coach, whether head or assistant, paid or volunteer, will receive a written performance evaluation. Each head coach will prepare all written evaluations for their respective assistants. These will then be provided to the Athletic Director. The Athletic Director will prepare all written evaluations for each Head Coach.

COMPLIANCE

Head Coaches are expected to run a compliant program, maintain discipline, and resolve problems to the best of their ability relating to the situation. When appropriate, coaches needing assistance shall contact the Athletic Director. Any suspected violations of IHSAA by laws or District policy should be reported in writing through the chain of command. If any member of the chain of command is involved in the allegation, the report should go to the next person in the chain of command. The Principal will conduct an internal investigation in conjunction with the Athletic Director. Results of the investigation may be reported to the IHSAA. All staff members associated with the athletic program are expected to know, understand, and comply with all IHSAA bylaws relating to their responsibilities. There will be no tolerance for any deviation from these bylaws by anyone associated with the athletic program. If the investigation reveals that the staff member(s) did violate one or more bylaws, the staff member will be subject to appropriate disciplinary action, up to and including separation from the athletic program. Notus Jr. Sr. High School will self-report all violations to the IHSAA and Board of Control.

STAFF-STUDENT RELATIONS

The relationship between the District's staff and students must be one of cooperation, understanding and mutual respect. Staff members should strive to secure individual and group discipline, and should be treated with respect by students at all times. By the same token, staff members should extend to students the same respect and courtesy that they, as staff members, have a right to demand. Although it is desired that staff members have a sincere interest in students as individuals, partiality and the appearance of impropriety must be avoided. Excessive informal and/or social involvement with students is prohibited. Such contact is not compatible with professional ethics and, as such, will not be tolerated. Staff members are expected to use good judgment in their relationships with students both inside and outside of the school at all times.

LANGUAGE

Please carefully consider the language you use when speaking to or in the vicinity of any of our students, parents, and members of the community. Remember that Notus Jr. Sr. High School is an educational institution first and foremost and that you are now part of a team of educators. The language and habits that your student-athletes observe will undoubtedly become a part of their make-up. If you lose control of your emotions, it is difficult to expect the athletes under your direction to maintain theirs. Sport officials are becoming more sensitive to profane

outbursts and those individuals who either use or tolerate the use of profanity are sure to be penalized. Let's ensure a fair and positive experience for all!

SPORTSMANSHIP

As the people "out front," coaches have a unique opportunity to impact that which, in some areas, can determine the future health and support of high school athletics... sportsmanship. Because the values we seek from athletics cannot exist without good sportsmanship we can insure support from educational institutions only if those involved in high school athletics promote the highest sportsmanship possible.

Good sportsmanship does not happen accidentally. It takes a lot of hard work, a great deal of courage and dedication to stand up and tell people when they are wrong or take the extra time to make sure things happen right. As coaches this is one of our most important responsibilities and if we are successful in this, we will have attained a more lasting mark than any championship could bring.

Unsportsmanlike behavior by Notus School District Coaches will not be tolerated. In the event a coach receives a technical foul or unsportsmanlike conduct penalty the Athletic Director and/or Principal have the right to discipline the coach.

The following procedure will be used as a guideline on a yearly basis;

1st offense: Verbal Warning

2nd offense: Written reprimand

3rd offense: Suspension and/or potential termination

Every situation is different and will be dealt with accordingly. Not every situation will warrant disciplinary action to be taken.

Volunteers that receive a technical foul, or unsportsmanlike conduct penalty may be suspended immediately from participation with Notus Jr. Sr. high school athletics.

EJECTION FROM A GAME

Ejection from a game is a serious offense. If it happens during league play you are required to sit out the next game. If it happens a second time you are done for the season. Any time a coach is ejected from a game you will be required to turn in a written statement to the Principal explaining your actions with a follow up discussion.

BE A COACH, NOT A PEER

Always remember, wherever you are with your athletes, you are an extension of Notus Jr. Sr. High School and all school rules follow. An example would be that at no time should there be alcohol provided to, or consumed by, underage students. Failure to comply with any rule or administrative directive may result in a hearing and could get you dismissed from your coaching duty.

NEVER BE ALONE WITH AN ATHLETE

It is important that we avoid finding ourselves in a closed room with just one other athlete. While there may be times this is unavoidable, such as talking about something that should only be done in private, it is in your best interest not to put yourself in the position of being alone. Always keep a door open to protect yourself and the athlete.

COACHES MAY NOT TRANSPORT ATHLETE

Players will travel in team arranged transportation. Coaches may not provide personal transportation to any athlete at any time. In an emergency, call upon parents or school administrators. If there is no other option, include another athlete and drop off students together.

PRIVATE TRAINING

Coaches may not offer private training or skill development to any Notus Jr. Sr. High School students while their sport is "in season". This includes anytime once open gym, field practice and tryouts begin as well as after school hours and weekends.

AVOID AN INORDINATE AMOUNT OF PRACTICE WITH ONE ATHLETE

As a coach you need to be careful in how you relate to your athletes. It is not in your best interest to spend an excessive amount of time with one athlete or to coach them alone. Other athletes will pick up that you favor one athlete and it is not conducive to team chemistry.

Title IX

All coaches, Athletic Director, and Administration shall work together to ensure equity among equipment, facilities, scheduling, travel, staffing, and the budget.

DO NOT TAKE ATHLETES TO YOUR RESIDENCE

Do not take an athlete to your residence, nor should you visit an Athlete's residence. The only appropriate exception is when there is a team function at a residence, and the entire team is

present as well as parents. It is only appropriate to visit an Athlete's residence when he/she's parents are present and you are there on school business.

DO NOT ALLOW HAZING OF ATHLETES

As a coach you are liable if your athletes are involved in "hazing". This type of behavior is not considered as team building. As coach of the team you are responsible for the safety of all your athletes. If one of your athletes commits hazing to another athlete regardless of the circumstances, it is wrong and will be dealt with. Examples of hazing would be: tying an athlete to a pole, putting athletes up on the roof of the campus, any type of embarrassing dress, any type of physical attack and anything that would make somebody uncomfortable or threaten their personal safety.

MAINTENANCE OF EQUIPMENT

Prior to the beginning of each sports season, the Head Coach of each sport will create an accurate inventory of the equipment owned by the school. This inventory will be used to aid in purchasing. At the end of each sport season, the Head Coach will complete an end-of-year inventory and submit to the Athletic Director any equipment missing and the responsible party. Equipment will be issued to students, any equipment that is issued to a student and lost will be the responsibility of the assigned student and the sports program.

PURCHASING OF EQUIPMENT

All equipment including coaching clothes, student uniforms, and game equipment will be purchased using the approved Purchase Order procedure established by the Business Manager and High School Secretary. Prior to any purchase, the Head Coach must fill out a purchase order from the High School Secretary. The secretary will identify if funds are present and submit them to the High School Principal for approval. If approved, the Head Coach will be contacted to approve the order. Do not order any equipment prior to approval of the purchase order.

FUNDRAISING

Our budget is limited. If you would like items beyond what the budget is allowed you will need to fundraise. All fundraising activities must be approved at least one week prior. All fundraising activities must be approved by the Principal. Fundraising approval forms must be completed and submitted to the administration at least one week prior to the fundraiser date. Any fundraisers that take place during the summer months must be scheduled and approved prior to the beginning of summer vacation.

All fundraised monies must be counted by two adults (one must be the Coach or Advisor), and submitted in person to the front office within 1 business day. Any violation of this procedure will

result in immediate termination and possible prosecution. At no time shall students handle money unless during sales transactions. The Coach for sports teams or Advisor for clubs must be present during the entire fundraiser unless prior permission was granted by the building principal. This waiver will only be granted in absolutely unavoidable circumstances. At no times shall students be left alone to complete a fundraiser.

COACHES' KEYS

Coaches' keys for all non-teacher employees will be collected at the end of the sports season. At no time shall a coach make a copy of their keys. At no time shall a coach give their keys to a student.

STIPENDS

Payment of coaching stipends will only be made at the completion of the sports season or if arrangements have been agreed upon by the District Business Manager and coach. Coaches will be paid when the Athletic Director indicates to the business manager that you have successfully completed your season which includes a final inventory of uniforms and equipment.

SEPARATE FINANCIAL ACCOUNTS

Coaches may not have a "team" financial account outside of the school program. It is against school policy to have an account that is not under the school umbrella. You cannot go to a bank and open up an account under the name of your team and have people write checks to it. Failure to comply with this policy may be cause for dismissal.

SAFETY

There are inherent dangers in all sports activities. Coaches must alert student-athletes of potential injuries even though certain risks are consented to by students and parents. Coaches must inform the Athletic Director of faulty equipment and unsafe conditions in the practice or playing area immediately upon their discovery. Culpability is assured if any of us are found negligent in our assignments.

If a student is injured at practice, fill out the student injury report and submit it to the Athletic Director within 24 hours. Contact a parent prior to leaving practice that day.

MEDICAL KITS

Each coach is responsible for restocking his/her teams' medical kit. Always check supplies before an away practice or tournament. The medical kit is also a great place to keep the Emergency Cards, which are to be kept with the coach at all times. Please do not hand out medical supplies indiscriminately.

ACCIDENT REPORTS

It is the responsibility of the supervising coach to fill out the report as soon as possible and present it to the Athletic Director within 24 hours of the accident. In general, a report of an accident should be filed if the athlete misses practice due to injury, sees a medical practitioner, or if, in the coach's opinion, the situation warrants a report. Communicate with the parent/guardian of the student-athlete as soon as possible. **If an athlete misses practice on the request of a physician the athlete should have a note of clearance before returning to practice.**

REPORT SUSPICIOUS ACTIVITIES IMMEDIATELY

As a coach you have a unique relationship with many students, much more than a classroom teacher. Because of this you might be able to spot suspicious behavior earlier than others. If an athlete seems troubled, report this to the athletic director immediately.

TRAINING

Coaches must complete IHSAA training before the season begins. Also, they must complete NSD safeschool training as assigned by NSD Human Resources.

PAPERWORK

Must complete district paperwork and background check within 10 business days of accepting the coaching position. Coaching Staff needs to complete the following Vector Training:

- Child Abuse: Mandatory Reporting
- FERPA: Confidentiality of Records (Full)
- Title IX and Sexual Harassment (Full)
- Youth Suicide: Awareness, prevention, and Postvention
- Concussion Awareness: Athletics
- Title IX and Gender Equity in Athletics

COACHES PROFESSIONAL DEVELOPMENT

Coaches must complete an IHSAA sport specific training workshop, or attend an IHSAA training event approved by the AD once every 2 years. Funding for the entrance fee for the event will be supplied by NOTUS Athletics Department. Coaching clinics or events must be approved by the Athletic Director and Administration prior to attendance to receive funding.

SERVICE PROJECT

Coaches for each varsity sport are required to host a service project, each season, that would encourage our teams to participate in being involved in serving their community. Service

projects must be approved by the Administration and Athletic Director. As a district, Notus Athletics wants to show the value and importance of community and service to the people who need help most. This also fosters an environment where we as Notus School District can develop relationships and partnerships with community members for future events.

CONCUSSION PROTOCOL

STEPS FOR RETURN TO PLAY

Recovery from a concussion requires limitation of physical activity, especially sports activity such as practice, drills, games, and at times even physical education classes. In significantly symptomatic athletes, mental activity should also be limited to allow the brain to heal. These activities may include limiting assignments, allowing greater time to complete quizzes and tests or assignments and less homework. Such activities as watching TV, texting and video games may also slow the recovery from the concussion.. Neurocognitive tests like ImPACT (Immediate Post Concussion Assessment and Cognitive testing) are computerized tests that document the athlete's cognitive and speed skills. The test has been validated as accurate measures of brain function recovery following a sports concussion. All athletes will have a baseline test before practice or competition, should an athlete sustain a concussion, and a repeat test can be performed and compared to the baseline test. This can help show the degree of injury and help measure when recovery has occurred. Notus School District has implemented ImPACT for our student athletes.

To better manage instances of concussion in our sports program, Notus School District requires the following.

1. All coaches (paid and volunteer) must complete annual training in the area of current concussion management practices. This training should include up-to-date information on the identification of concussion, the signs and symptoms associated with the injury, the risks involved with allowing athletes to continue to play while symptomatic, methods of concussions assessment, and the importance of gradual return to play practices.
2. Athlete's suspected of having a concussion should be immediately removed from play and evaluated before being allowed to resume physical activity. All concussion evaluations should be done by a licensed healthcare professional (physician, physician's assistant, nurse practitioner, athletic trainer or physical therapist) trained in the treatment and management of concussions. Before the concussed athlete can return to action, the most current standard of care of the sports concussion includes the following: (1) the athlete must be asymptomatic at rest; (2) the athletes must display normal cognitive function as exhibited on either a neurocognitive test such as the ImPACT or on postural stability (balance) testing; and (3) the athlete must provide written clearance from the evaluating medical provider. Upon return, the athlete should only be allowed to continue if he/she continues to be asymptomatic with activity. Utilizing the above standards m, as well as experience and judgment, this health care

professional will be able to determine when the athlete has completely recovered from the concussion;

3. Information will be provided to parents prior to the student practicing and parents will be required to provide written acknowledgement of the Notus School District concussion policy and protocol prior to their child(children) being allowed to participate in sport activity.

Once the athlete is cleared to return to physical activity, coaches at Notus School District will be required to follow a stepwise sequence to return to full activity. **Each step should be separated by 24 hours and the athlete should not be allowed to advance to the next step if symptoms reappear;**

Step 1 Athlete may begin low-impact activity such as light jogging or riding a stationary bike;

Step 2 Athlete may initiate aerobic activity fundamental to specific sport such as running or plyometric

Step 3 Athletes may begin non-contact sport drills specific to sport (dribbling, passing, catching, batting, etc.)

Step 4 Athlete may resume full contact sport activity in practice setting.

TEAM DEVELOPMENT

Student Athletic Packet of forms

It is the responsibility of the Head Coach of each sport to verify with the Athletic Director that all athletes have completed their forms prior to participation. Athletes are not eligible to participate in any practice in any form without all appropriate paperwork completed and submitted to the Athletic Director.

Schedules

Turn in a copy of your practice and scrimmage schedule as soon as possible to the Athletic Director. A tentative practice schedule should be made out for the entire season before practices begin.

Supervision of Athletes

Student athletes will be supervised at all times before, during and after practice by members of the coaching staff. At least one member of the coaching staff will remain after practice/games until ALL athletes have departed or been picked up by their own parents.

Cutting

For those of you who coach a sport such as Basketball, Softball, Volleyball, and cheer you will most likely be faced with the difficult situation of having athletes who will not make the team. Please handle the team announcement with respect to those athletes who do not make the team. While there is no exact rule on how to do this, most coaches post the names of the athletes who make the team and encourage athletes who do not, to meet with the coach to see where he/she might improve. Telling an athlete he /she did not make the team can be quite heartbreaking and how you handle it can play a big part in the development of the student athlete. Communicate your intended cutting procedure early and in writing to students and parents. Include this document to parents in the parent meeting prior to the season beginning.

Multi-Sport Athletes (Back to Back Seasons)

For athletes who wish to try out for more than one sport at Notus Jr. Sr. High School, coaches should try to find a way to accommodate back to back seasons. An athlete, who is ending one season and immediately starting another sport, may have up to three days off if needed (a weekend counts as two days) between when one season ends and tryouts for another season take place. The athlete must talk to the coach whose season he/she will be starting to confirm the tryout and practice schedule.

Varsity, Junior Varsity

On occasion you may have an athlete who is at varsity skill level, but age wise would be more appropriate on the JV team. The rule of thumb is that a “younger” athlete should play at least 30% of the time for the varsity squad to justify their positioning on that roster. If this is not possible the athlete should stay on the JV roster.

You’re not helping an athlete by having them on the varsity roster and sitting on the bench. It would be better to have them play on a JV roster, make that team stronger and support the overall program.

Coaching Varsity, JV teams

If you are a varsity coach, it is required that you have an active partnership with your JV and Jr. High program. If you are a JV or Jr. High Coach, it is expected that you will work with your varsity coach. A successful program must have cooperation between both teams. As a varsity coach you need to support your JV and Jr. High coach and his/her athletes because they are your future.

Practice Times and Game Schedules

High school athletic teams practice Monday-Thursday after 3:50 PM, or prior to school on a limited basis. It is our desire to limit practices to a reasonable time (about two hours give or take 30 minutes either way). You can practice on Saturday on occasion, but you cannot practice on Sunday without Athletic Director permission and it may not be mandatory. .

Practices taking place in the gym will need to be coordinated with other coaches and school events that require the use of the gym. Changes to the schedule must be approved by the Athletic Director.

A calendar will be created and distributed to each coach. All Notus Jr. Sr. High School schedules will be online at www.notusschools.org Please check the website to make sure your schedule is accurate. Scores will be added as they are available. I encourage each Head Coach to develop a website to market your program.

Pre-Season Meetings

It is required, as before athletic practice begins, the varsity coach of each sport meets with all student-athletes under his/her guidance and discusses the following:

- a) Safety requirements ~ Facility rules/policies
- b) Concussion Protocol and expectations including baseline testing
- c) Team rules ~ Schedules ~ Transportation arrangements
- d) Uniforms and equipment
- e) Letter Requirements
- f) Code of Conduct

The coach will also need to schedule a pre-season meeting with parents which the Athletic Director will attend.

Post Season Meetings

Once the season has completely ended, including league and any post season playoffs the Coach should schedule a “wrap up” meeting to review the season and set expectations for the following year to include; team performance, individual player conferences, off season training suggestions. It is also a requirement to participate in the postseason awards banquet.

NSD STUDENT ATHLETE CODE OF CONDUCT

The Notus Administration and Faculty believe activities to be an important part of the high school experience. We believe participation can be of value to each individual. Participation in activities contains many lessons that are related to experiences in life. It is our belief that Notus Jr./Sr. High School’s extracurricular programs can introduce life-long values.

The sole purpose of this contract is to ensure that both students and parents fully understand the rules and the consequences.

The Notus School District Athlete Code of Conduct is established under the authority of the Notus Board of Education. The purpose of the Athletic Code is to establish standards for the athlete in the area of academic performance and personal behavior for those individuals who voluntarily become involved in the interscholastic athletic program.

A student who voluntarily participates in a sport sponsored by Notus School District agrees to abide by the NSD Athletic Code of Conduct throughout the year in which the student participates in the sport. The year is a calendar year - 365 days. Compliance with the Athletic Code is not limited to school sponsored sports activities or school premises.

The Code is not a complete list of undesirable conduct by athletes. Notus School District athletes are considered to be examples and role models and expected to act accordingly during their high school career. Any student-athlete whose conduct is found to be a discredit or to cause unfavorable notoriety to the athlete, the team, or NSD during their high school career, shall be subject to disciplinary action as determined by the coach, Athletic Director, or principal, whether or not the conduct is specifically described in the Athletic Code of Conduct.

The Notus School District interscholastic athletic program is a member of and governed by the Idaho High School Athletic Association (IHSAA). The IHSAA standards are found in the "Handbook of the Idaho High School Athletic Association for Junior High/Middle Schools and Senior High Schools."

“ATHLETE” DEFINED

An athlete is defined as any Notus School District student who is a member of an interscholastic team sponsored by Notus School District. This includes team members, managers, student trainers, dance teams, cheerleaders, statisticians, etc.

PIRATE SPORTS SQUAD

We believe in our student athletes and want to instill in their natural abilities to lead. We have a Sports Squad that will be a leadership team of student athletes that will help lead our programs with the facilitation of our High School administration. These leaders will help set up and take down for games, fill in as extra support, and help implement strong Pirate Pride in our athletic programs.

BEHAVIOR

Student athletes assume the obligation to appear in public appropriately dressed and to engage in behavior that reflects credit to their school, team and community. Disruptive behavior in or out of school may result in suspension from the athletic program. All NSD student athletes are also responsible for complying with the rules in the NSD Student Handbook. Depending upon the situation, an athlete may face consequences under both the Athletic Code and the NSD Code of Conduct.

CONSEQUENCES

If a student athlete is disciplined for a violation of the NSD Student Handbook, the Director of Athletics will be notified in writing. A conference between the Director of Athletics and student will be conducted to determine:

1. Athletic Code violations
2. The appropriate consequence

SPECIFIC ATHLETIC CODE STANDARDS & CONSEQUENCES

The following rules are not an exhaustive list of conduct that subjects an athlete to discipline. At all times, student-athletes are expected to follow the NSD Student Code of Conduct and to behave in a manner consistent with the special privilege of being an NSD athlete. The consequences described below outline the range of possible discipline that may be imposed for the listed violations. However, the Athletic Director has complete discretion to depart from the listed range of discipline if the circumstances of a particular case justify a departure. Please note violations of the Athletic Code may be required to be disclosed and may reflect negatively on applications to universities, colleges, and military academies. The District reserves the right to disclose violations in its sole discretion.

Violations will be cumulative during a student’s high school athletic career. Cumulation will begin the first day an athlete begins trying out for any team and will continue throughout his/her entire high school career. The first violation of any of the following codes will be considered the first offense when determining the consequence. When a second violation of

any of the following codes occurs, then the second offense consequence will be imposed. Upon a third offense of any of the following codes, then the third offense consequence will be applied.

As stated earlier, these rules apply 365 days, on or off school premises, and are not limited to school sponsored activities or sports.

Any questions about behavior expectations or consequences should be directed to the Athletic Director. Disputes about eligibility shall be resolved by the High School Principal, whose decision is final.

Eligibility Rules and Grades

Athletes are expected to follow all school rules and regulations. Notus Jr. Sr. High School eligibility rules state that a student must have passed 7 courses the previous semester in order to be eligible to participate. Refer to Policy #3380 to determine eligibility.

Coaches are not to contact teachers to determine student eligibility. The athletic director or principal are the only two that may clear an athlete. The athletic director and principal are directed to use the current grade in PowerSchool in determining student athlete eligibility.

Alcohol/Tobacco/Drugs

Alcohol, tobacco and narcotics are illegal for underage students. They also will negatively affect the athlete's physical well-being. Any athlete found to be in possession of, or use of, or sale of alcohol, tobacco, smokeless tobacco or narcotics during the season, while attending school or at any Notus Jr. Sr. High School sponsored activity will be suspended from athletics for a period of time to be determined by the Notus Jr. Sr. High School Administration.

Any athlete who is found guilty of the aforementioned activities in events outside of school functions can be subject to discipline measures by the Notus Jr. Sr. High School administration.

ALCOHOL, DRUGS & TOBACCO ARE STRICTLY PROHIBITED. The possession, use, consumption, distribution, purchase, sale or manufacture of, or any other improper or unlawful involvement of any kind or description with illegal drugs, controlled substances, alcohol or alcoholic beverages, anabolic or androgenic steroids, tobacco, tobacco products, E-Cigarettes, Vapor Pens, or facsimiles, "look- alike" drugs, drug paraphernalia, or substances or products that mask or tamper with any of these, is strictly prohibited. Also prohibited is the distribution, abuse or misuse of over the counter medications or prescription drugs, or other chemicals or substances.

The District believes that they have the responsibility to detect, deter and prevent drug, alcohol and tobacco use. The District reserves the right to adopt a random testing program for District athletes.

Students who voluntarily participate in the athletic program also agree to submit to random searches based on individualized suspicion for violation of these rules.

Team Uniforms

Athletes are responsible for all equipment and uniforms issued to them; this includes the return of all items that were originally issued, in clean, wearable condition (except normal season wear and tear). Uniforms and equipment must be returned by the deadline set by the coach. You may not try out for another sport until all equipment and uniforms have been turned in or lost equipment/uniforms have been paid for. If it is necessary for athletes to purchase additional uniform items (beyond what the school program provides) the options and cost of such items should be discussed and agreed to by the parents (at the pre-season parent meeting). It may be required to have a uniform professional cleaned. At no time or circumstance is it acceptable to give students their jersey's at the end of the year to keep. This is a violation of public property statute.

Students are responsible for all school equipment issued to them. Athletic uniforms, both school equipment is to be returned to the school. There are no exceptions to this policy. The theft of school equipment is larceny and Idaho law regards larceny as a felony. Students who violate this policy are subject to school rules, the Athletic Code, and may be referred to law enforcement.

Students, who wish to wear a uniform for pictures, need a coach's approval first. Any such pictures are to be taken in good taste and with pride. Remember, any time you wear the red and black, you are representing yourself, your family, your school and all those that have worn these colors before you.

Game Day Attire

Athletes and Coaches are strongly encouraged to dress in business casual on game days to show pride as an athlete.

Locker Room Privacy Policy

Using devices of any kind to capture or transmit images is strictly prohibited in locker rooms, dressing areas, training rooms, weigh-in rooms, showers, restrooms, or other areas where there is an expectation of privacy.

Missing Practice

Coaches should clearly establish rules for attending and missing practices. Violations of these rules may cost an athlete their letter and could get them dropped from a team. (Employment is not a valid reason for missing a game or practice). Students shall be in attendance ALL day to practice and play - this means all academic periods and students may not leave campus during the school day. An exception for up to one half day can be made with an excuse from a doctor or dentist. Students who are too sick to come to school are considered too sick to participate in

games or practice. A student who is under suspension is prohibited from playing or participation.

Termination of an Athlete

An athlete may be cut from a team; due to lack of ability, by mutual consent of coach and player. An athlete may not be terminated from a sport for behavior purposes without opportunity for appeal.

Athletic Review Board

The Notus Jr. Sr. High School Athletic Review Board shall be composed of the Principal, Athletic Director, and Team coach and in some cases the team captain of the sport involved in the violation. The purpose of the Review Board is to hear appeals from suspended athletes who desire to return to the sports program.

Appeal Procedure

All student athletes have the right to appeal their suspension from any sports team. The appeal process must be initiated by the student-athlete in the form of a written request to the Athletic Director within one week of the suspension.

Athletes will be required to sign a Code of Conduct for every sport they chose to participate in.

PARENT INVOLVEMENT

Parents play an important role in our athletic program. However, there are guidelines on their role. Please make sure to follow the expectations set up by Notus Jr. Sr. High School to ensure the best athletic program for your team. Good sportsmanship is encouraged and expected from our fans and spectators at all times during athletic events. Failure to exhibit good sportsmanship may result in removal from the event and/or future events. In addition to attending Notus School District Athletics contests, you are invited and encouraged to join the Athletic Boosters and help promote the tradition of excellence associated with Notus School District Athletics.

We believe athletics is an integral part of the high school educational experience, both as a competitor and spectator. We look forward to working with you and to supporting your son/daughter as they participate in their chosen sport.

Parent Meetings

The Varsity Coach is to schedule a pre-season parent/guardian meeting. This will be scheduled on the school campus at a time that allows the majority of the parents to attend. The purpose of this meeting is to discuss practice and game schedules, tournaments, and options for uniforms including care and maintenance fees, along with all team rules, and a reading of the sportsmanship policy at Notus Jr. Sr. High School.

Driving

Parents are not allowed to drive athletes to athletic contests without written approval from the Principal verifying an unavoidable conflict. Parents may transport their athletes home, however they must sign their athletes off from the coach.

Parent – Coach Relationships

Aside from the necessary additional communication between the coach and the Team Parent/s no favoritism should be shown toward any particular parent. Parents have the right to ask a question about practice schedules, how playing time is decided and what their child could do to improve. They should not put you on the defensive and say things such as “my child is a better athlete than the other child and should be playing,” or, “a team should be playing a zone rather than a man to man.” You have been hired to coach your sport and we trust your judgment in areas such as game strategy, position placement, and substitution patterns.

Parents are not to contact coaches immediately prior to or immediately following an athletic competition. A meeting must be set up between the Athletic Director, Coach, and parent if the need arises.

Parent Complaints and Inquiries

Please inform the Athletic Director of any parent complaints and he/she will do the same for you. All coaches are expected to handle complaints in a mature fashion and listen to what the parent has to say. If you ever feel a situation warrants intervention, contact the AD immediately. Inquiries by parents on behalf of their student athlete are welcomed and encouraged by the Athletic Department and coaching staff. Parents shall contact the coaching staff prior to bringing an issue to the Athletic Director. When the need arises to contact the AD, please identify yourself. Anonymous communications will be forwarded to the coach in question by the AD, with no further action to be taken. At no time will school staff discuss playing time or another student athlete.

Below is the Chain of Command concerning extra-curricular activity issues:

Parent/Student

- 1) Appropriate Level Coach
- 2) Head Coach
- 3) Athletic Director
- 4) Principal
- 5) Superintendent
- 6) Notus School Board

Coach/Assistant

- 1) Coach/Assistant
- 2) Athletic Director
- 3) Principal
- 4) Superintendent
- 5) Notus School Board

All coaches are expected to handle complaints in a mature fashion and listen to what the parent has to say. If you ever feel a situation warrants intervention, contact the AD immediately. All

coaches are expected to follow the chain of command when addressing concerns within their program in the same manner that parents and students use the chain of command.

EQUIPMENT AND FACILITIES

All athletic equipment and facilities are restricted to use by Notus Jr. Sr. High School students and faculty only. Use of facilities will be arranged by the Athletic Director and respective coaches. The Notus Jr. Sr. High School facilities are not to be used for activities that fall outside of a Notus Jr. Sr. High School event. For example a coach can not use the gym for a basketball game with his/her friends. Any use of the facility beyond games or normal practice hours must be approved in advance by the Superintendent.

ATHLETIC DIRECTOR'S Office

The AD office and the PE office are used solely by Notus Jr. Sr. High School PE staff members or school administrators. The only people who have keys to these rooms will be PE teachers of Notus Jr. Sr. High School. Anybody else will need the approval of the PE department and school administration.

Coaches' Equipment Room

The equipment room should be for coaches only. It is not a place for student athletes to be hanging out. Please respect this room and do your part in taking pride in keeping it clean and organized. Keep all athletes out of the equipment room. See to it that all equipment is cleaned and neatly stored in its proper place.

Equipment

Coaches will issue and collect game uniforms, and practice gear. Each coach is responsible for the collection and maintenance of equipment issued to his/her team. A complete inventory of all uniforms and equipment must be taken at the beginning and end of each season. Uniforms must be in wearable and clean condition when turned in by the athlete. **All equipment and uniforms must be stored at Notus Jr. Sr. High School.** Advise the Athletic Director if new or replacement uniforms and equipment are needed. Purchases must be approved in advance by the Athletic Director. A coach's season will not officially end until inventory has been confirmed. A coach will not receive any form of compensation until the Athletic Director indicates that all equipment has been successfully returned or replaced. At no time or circumstance is it acceptable to give away uniforms at the end of a season. This is a violation of public property statute.

Gymnasium

Use of the gym by groups or individuals who are not Notus Jr. Sr. High School students or members of our staff is not permitted. The coach is to be the last to leave the gym. Before leaving, switch off lights, clean-up all trash and spills, and securely lock all doors. Special Facility use agreements may be entered into by the District Superintendent for outside groups to use the gymnasium.

Weight Room

Coaches must supervise their athletes at all times. There will be no exceptions. Straighten up the facility and lock securely upon leaving. Individuals or groups who are not members of our coaching staff are not to be allowed the use of this or any other facilities. Notus School District insurance policy requirements make this necessary.

Locker Rooms

See that these areas are supervised as long as any of your team members are present. All athletes are to use the locker room to change and store personal belongings. Please do not tolerate athletes changing on the field, or in the gymnasium. All athletes are expected to follow school dress code policy during practice and games.

TEAM TRANSPORTATION

Student-athletes must ride in school provided transportation to and from all contests. Under no circumstances may a student drive another student, nor may the coach provide transportation. Students may be released to their parent/guardian after a contest, upon the approval of the coach. Coaches are to see that school buses are kept clean.

Release Time

Class release times for away contests are set at the beginning of the season and are not to be changed except with the concurrence of the Athletic Director and the Principal. In most cases, athletes are excused from class up to 10 minutes prior to the scheduled departure time. Athletes are to be in class as much as possible.

Out of Season Transportation

Student-athletes may transport themselves or arrange car pools during the period of time outside of sanctioned season dates. Coaches are to designate the contest site for summer activities as the meeting site. Summer activities do not fall under the school umbrella. All coaches take full responsibility and assume liability for summer activities. All summer events must be approved by the Principal to verify appropriate insurance liability standards as established by the Notus School Board.

Overnight Trips

Per School Board Policy, all overnight trips must be approved by the board at a monthly meeting. Also, all chaperones on overnight trips must be fingerprinted by the school district.

ATHLETIC AWARDS

Varsity Letters

Any athlete who completes the specific requirements set by the Head coach that participates on a Varsity level team should receive a Varsity letter.

A list of qualified players should be submitted to the Athletic Director 2 weeks prior to the seasonal Awards Night so the correct numbers of letters are provided for the presentation. Athletes who play on more than one Varsity team are to receive only (1) letter, but are then entitled to recognition Bars that may be added onto the "N".

All League Recognition

In order for players to be recognized for the All League coaches must attend a post-season meeting. Be sure to take complete statistics to the post-season meeting so members of your team will be selected to the all league team. If players are selected, certificates will be presented at the Awards Night.

Awards Night

The purpose of Awards Night is three-fold; increase awareness and support of the athletic program, summarize the current sport season and recognize outstanding performance by individual athletes. Notus Jr. Sr. High School will schedule an awards night for all sports following each season. It will take place after league play ends and before games begin for the subsequent season. All sports for that season will be represented. Coaches will make a short presentation about the season and recognize outstanding athletic performance. The evening lasts approximately 60 to 90 minutes and refreshments will be served at the conclusion. Each coach will give the Athletic Director a list of athletes who will receive their letter, certificates, and special awards approximately 2 weeks prior to Awards Night.

The Athletic Director and principal shall review all recommendations for awards by coaches.

ADMINISTRATIVE RESPONSIBILITIES

High School Principal

The Principal, as administrative head of the school, is the head of all activities in the school, including athletics. Responsibility for day-to-day operation of the athletic program is delegated by the Principal to the Athletic Director.

Athletic Director

The Athletic Director reports to and assists the Principal in the supervision of coaches and others involved in the athletic program. The Athletic Director will provide for overall leadership and coordination among the various sports to facilitate programs that provide student athletes worthwhile learning experiences.

Coaching Staff

All coaches must present evidence to the Athletic Director all certifications required to serve as a head coach in Idaho. Do not expect to begin your coaching assignment without meeting this requirement. Contact the Athletic Director to determine what certifications are required to serve as a Head Coach, Assistant Coach, and Volunteer Walk on Coach. Coaches are required to have a signed code of conduct from each athlete and verification from the AD that athletes have paid participation fees.

Coaching Contracts

Your employment status at Notus Jr. Sr. High School is on an "at will" basis. Your contract runs strictly the days of your contract. For example: for a fall sport employee it would run approximately mid- August to the conclusion of the season. Contracts are strictly on a season-to-season basis and may be terminated at any time (including during the season) if you are found to be in violation of the standards set forth in this handbook.

Coaching contracts are tendered for one year at a time for both certified staff (full and part-time teachers) and "approved walk-on" coaches (individuals from outside the school community). A coach will be judged on how well he/she did their job once the season has concluded. If he/she passes the standards, the Athletic Director will pass on a recommendation to the building principal to offer a subsequent one year contract.

Coaching Evaluations

The Athletic Director will evaluate each coach at the end of his/her season. These evaluations are to be used as a tool for positive reinforcement and constructive criticism. These evaluations will be passed to the building principal to be placed into the employee's personnel file.

[The Evaluation Template is linked here.](#)

Summer Meetings

All coaches are required to attend a summer coaches meeting. If you are unable to attend and cannot meet at a separate time, you will not coach during that calendar year.

Summer Programs

Coaches who plan to have their teams participate during the summer months need to be fully aware of IHSAA policies regarding such participation. All activities need to be cleared through

the Athletic Director. At this point in time, this is simply a matter of presenting a calendar of activities showing date, day, time, location, and level of participation. Coaches and players are financially responsible for all costs incurred.

Receipt of Athletics/Activities Handbook Acknowledgement

I have reviewed the NSD Athletics/Activities Handbook for the 2024-2025 school year.

I understand that the handbook contains information that I may need during this school year. All [board policies](#) are available on the District website.:

The school guidelines and policies as they are set forth in this handbook are part of a contract that exists between the NSD Board and Notus staff. Therefore, to ensure that all parties have read the guidelines and policies and agree to abide by them, please sign and return this acknowledgement form to the school.

Name of Staff Member (printed): _____

Signature of Staff: _____ Date: _____

Supervisor/Building Administrator's Signature: _____

Appendix A: Coaching Staff

Jr. Sr. HIGH SCHOOL PRINCIPAL	Jen Wright
CO- ATHLETIC DIRECTOR	Brad Huter
Fall Sports	
Football	Joe Woodland
Volleyball	Julie Jordan
Winter Sports	
Boy's Basketball	Brad Huter
Girl's Basketball	
Spring Sports	
Track	
HIGH SCHOOL	
HS Cheerleading Advisor	
Fall Sports	
Football	Joe Woodland Brad Huter Tom Sullivan Brad Pfannmuller
Volleyball---Varsity Volleyball---Junior Varsity	Julie Jordan Priscilla Morales
Winter Sports	
Boy's Basketball---Varsity Boy's Basketball---Junior Varsity	Brad Huter
Girl's Basketball---Varsity Girl's Basketball---Junior Varsity	Dennis Harting
Spring Sports	
Softball	Nick Forbes
Track	
JUNIOR HIGH	
Fall Sports	
Football	James Tybo Skeeter Lowe
Volleyball	Hannah Bethel
Winter Sports	
Boy's Basketball	James Tybo
Girl's Basketball	Sherril Skelton
Spring Sports	
Track	
Club Organizations	
Student Council	Chris Striefel

Yearbook	Kelsey Wright
NHS	Sherril Skelton Kelsey Wright
AcaDeca	Kelsey Wright
FFA	Kevin Barker
Music	Abbagael Smith
Sources of Strength	Jessica Miller



NSD STUDENT ATHLETE CODE OF CONDUCT

The Notus Administration and Faculty believe activities to be an important part of the high school experience. We believe participation can be of value to each individual. Participation in activities contains many lessons that are related to experiences in life. It is our belief that Notus Jr./Sr. High School's extracurricular programs can introduce life-long values.

The sole purpose of this contract is to ensure that both students and parents fully understand the rules and the consequences.

The Notus School District Athlete Code of Conduct is established under the authority of the Notus Board of Education. The purpose of the Athletic Code is to establish standards for the athlete in the area of academic performance and personal behavior for those individuals who voluntarily become involved in the interscholastic athletic program.

A student who voluntarily participates in a sport sponsored by Notus School District agrees to abide by the NSD Athletic Code of Conduct throughout the year in which the student participates in the sport. The year is a calendar year - 365 days. Compliance with the Athletic Code is not limited to school sponsored sports activities or school premises.

The Code is not a complete list of undesirable conduct by athletes. Notus School District athletes are considered to be examples and role models and expected to act accordingly during their high school career. Any student-athlete whose conduct is found to be a discredit or to cause unfavorable notoriety to the athlete, the team, or NSD during their high school career, shall be subject to disciplinary action as determined by the coach, Athletic Director, or principal, whether or not the conduct is specifically described in the Athletic Code of Conduct.

The Notus School District interscholastic athletic program is a member of and governed by the Idaho High School Athletic Association (IHSAA). The IHSAA standards are found in the "Handbook of the Idaho High School Athletic Association for Junior High/Middle Schools and Senior High Schools."

"ATHLETE" DEFINED

An athlete is defined as any Notus School District student who is a member of an interscholastic team sponsored by Notus School District. This includes team members, managers, student trainers, dance teams, cheerleaders, statisticians, etc.

BEHAVIOR

Student athletes assume the obligation to appear in public appropriately dressed and to engage in behavior that reflects credit to their school, team and community. Disruptive behavior in or out of school may result in suspension from the athletic program. All NSD student athletes are also responsible for complying with the rules in the NSD Student Handbook. Depending upon the situation, an athlete may face consequences under both the Athletic Code and the NSD Code of Conduct.

CONSEQUENCES

If a student athlete is disciplined for a violation of the NSD Student Handbook, the Director of Athletics will be notified in writing. A conference between the Director of Athletics and student will be conducted to determine:

3. Athletic Code violations
4. The appropriate consequence

SPECIFIC ATHLETIC CODE STANDARDS & CONSEQUENCES

The following rules are not an exhaustive list of conduct that subjects an athlete to discipline. At all times, student-athletes are expected to follow the NSD Student Code of Conduct and to behave in a manner consistent with the special privilege of being an NSD athlete. The consequences described below outline the range of possible discipline that may be imposed for the listed violations. However, the Athletic Director has complete discretion to depart from the listed range of discipline if the circumstances of a particular case justify a departure. Please note violations of the Athletic Code may be required to be disclosed and may reflect negatively on applications to universities, colleges, and military academies. The District reserves the right to disclose violations in its sole discretion.

Violations will be cumulative during a student's high school athletic career. Cumulation will begin the first day an athlete begins trying out for any team and will continue throughout his/her entire high school career. The first violation of any of the following codes will be considered the first offense when determining the consequence. When a second violation of any of the following codes occurs, then the second offense consequence will be imposed. Upon a third offense of any of the following codes, then the third offense consequence will be applied.

As stated earlier, these rules apply 365 days, on or off school premises, and are not limited to school sponsored activities or sports.

Any questions about behavior expectations or consequences should be directed to the Athletic Director. Disputes about eligibility shall be resolved by the High School Principal, whose decision is final.

Eligibility Rules and Grades

Athletes are expected to follow all school rules and regulations. Notus Jr. Sr. High School eligibility rules state that a student must have passed 7 courses the previous semester in order to be eligible to participate. Refer to Policy #3380 to determine eligibility.

Coaches are not to contact teachers to determine student eligibility. The athletic director or principal are the only two that may clear an athlete. The athletic director and principal are directed to use the current grade in Power School in determining student athlete eligibility.

Academic Integrity

Refer to Board Policy #3335

Athletes must adhere to the policy in place and if found in violation, consequences are listed in student handbook. The second offense, athletes are ineligible for a week and on probation for the remainder of the season.

Pirate Sports Squad

We believe in our student athletes and want to instill in their natural abilities to lead. We have a Sports Squad that will be a leadership team of student athletes that will help lead our programs with the facilitation of our High School administration. These leaders will help set up and take down for games, fill in as extra support, and help implement strong Pirate Pride in our athletic programs.

Alcohol/Tobacco/Drugs

Alcohol, tobacco and narcotics are illegal for underage students. They also will negatively affect the athlete's physical well-being. Any athlete found to be in possession of, or use of, or sale of alcohol, tobacco, smokeless tobacco or narcotics during the season, while attending school or at any Notus Jr. Sr. High School sponsored activity will be suspended from athletics for a period of time to be determined by the Notus Jr. Sr. High School Administration.

Any athlete who is found guilty of the aforementioned activities in events outside of school functions can be subject to discipline measures by the Notus Jr. Sr. High School administration.

ALCOHOL, DRUGS & TOBACCO ARE STRICTLY PROHIBITED. The possession, use, consumption, distribution, purchase, sale or manufacture of, or any other improper or unlawful involvement of any kind or description with illegal drugs, controlled substances, alcohol or alcoholic beverages, anabolic or androgenic steroids, tobacco, tobacco products, E-Cigarettes, Vapor Pens, or facsimiles, "look- alike" drugs, drug paraphernalia, or substances or products that mask or tamper with any of these, is strictly prohibited. Also prohibited is the distribution, abuse or misuse of over the counter medications or prescription drugs, or other chemicals or substances.

The District believes that they have the responsibility to detect, deter and prevent drug, alcohol and tobacco use. The District reserves the right to adopt a random testing program for District athletes.

Students who voluntarily participate in the athletic program also agree to submit to random searches based on individualized suspicion for violation of these rules.

Team Uniforms

Athletes are responsible for all equipment and uniforms issued to them; this includes the return of all items that were originally issued, in clean, wearable condition (except normal season wear and tear). Uniforms and equipment must be returned by the deadline set by the coach. You may not try out for another sport until all equipment and uniforms have been turned in or lost equipment/uniforms have been paid for. If it is necessary for athletes to purchase additional uniform items (beyond what the school program provides) the options and cost of such items should be discussed and agreed to by the parents (at the pre-season parent meeting). It may be required to have a uniform professional cleaned. At no time or circumstance is it acceptable to give students their jersey's at the end of the year to keep. This is a violation of public property statute.

Students are responsible for all school equipment issued to them. Athletic uniforms, both school equipment is to be returned to the school. There are no exceptions to this policy. The theft of school equipment is larceny and Idaho law regards larceny as a felony. Students who violate this policy are subject to school rules, the Athletic Code, and may be referred to law enforcement.

Students, who wish to wear a uniform for pictures, need a coach's approval first. Any such pictures are to be taken in good taste and with pride. Remember, any time you wear the red and black, you are representing yourself, your family, your school and all those that have worn these colors before you.

Game Day Attire

Athletes and Coaches are strongly encouraged to dress in business casual on game days to show pride as an athlete.

Locker Room Privacy Policy

Using devices of any kind to capture or transmit images is strictly prohibited in locker rooms, dressing areas, training rooms, weigh-in rooms, showers, restrooms, or other areas where there is an expectation of privacy.

Missing Practice

Coaches should clearly establish rules for attending and missing practices. Violations of these rules may cost an athlete their letter and could get them dropped from a team. (Employment is not a valid reason for missing a game or practice). Students shall be in attendance ALL day to practice and play - this means all academic periods and students may not leave campus during the school day. An exception for up to one half day can be made with an excuse from a doctor

or dentist. Students who are too sick to come to school are considered too sick to participate in games or practice. A student who is under suspension is prohibited from playing or participation.

Termination of an Athlete

An athlete may be cut from a team; due to lack of ability, by mutual consent of coach and player. An athlete may not be terminated from a sport for behavior purposes without opportunity for appeal.

Athletic Review Board

The Notus Jr. Sr. High School Athletic Review Board shall be composed of the Principal, Athletic Director, and Team coach and in some cases the team captain of the sport involved in the violation. The purpose of the Review Board is to hear appeals from suspended athletes who desire to return to the sports program.

Appeal Procedure

All student athletes have the right to appeal their suspension from any sports team. The appeal process must be initiated by the student-athlete in the form of a written request to the Athletic Director within one week of the suspension.

The athletic department at Notus High School expects the actions of its student athletes to reflect the positive values and traditions of excellence echoed by the school. If your behavior or actions as a Notus student-athlete does not reflect the values and traditions of the school and the Athletic Department, your athletic participation may be compromised.

Student athletes that do not follow the expectations will have consequences to their behavior or negative actions. Range of Athletic Consequences: Warning, Probation, Suspension from Practice, Suspension from Games, Loss of Captaincy, Removal from the Team, Benched for participation in games, etc.

Be Loud, Be Proud, Be Positive, Be a Pirate!

Through promoting good sportsmanship by student athletes, coaches, and spectators, we are committed to creating a positive and exciting atmosphere at all competitions. All student athletes are expected to represent themselves, their team, and the school with the highest level of sportsmanship.

- Cheer for Your Team (not against the opposing team)
- Be respectful towards officials
- Zero tolerance for profanity or derogatory language
- Share the court appropriately
- Take pride in your gym and locker room

Athletes will be required to sign a Code of Conduct for every sport they chose to participate in.
Parents are required to sign Board Policy 3505F1: ACKNOWLEDGMENT OF RECEIPT OF CONCUSSION GUIDELINES.

Student Athlete Signature: _____

Parent Signature: _____

Athletic Director: _____

Coach's Signature: _____

Sport: _____ Date: _____