RAYTOWN QUALITY SCHOOLS

STUDENT ACTIVITIES & ATHLETICS HANDBOOK

Raytown C-2 School District 2025-2026

Raytown Quality School District

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Raytown South Middle Cardinals

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Maintaining and Protecting Participation in District Activities and Athletics

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INTRODUCTION: Activities supplement the secondary curriculum program, and as such, become a vital part of a student's total educational experience. This handbook is given to you so that you may make an informed decision about the programs that are available to you. We encourage you to take part in as many activities as your time and talents allow.

PURPOSE: The purpose of the Activities Handbook is to inform students and parents of rules and regulations affecting activities.

PHILOSOPHY: The activities program provides opportunities above and beyond the basic curriculum of the regular classroom. As an integral part of the educational program, activities provide supplemental experiences and help students acquire additional knowledge, skills, and emotional patterns necessary as attributes of good citizenship. This program should provide educational and social experiences that will help develop young men and women physically, mentally and emotionally.

STUDENT RESPONSIBILITY: It is the student's responsibility to know and understand the rules for participation in activities. Failure to follow the rules could result in consequences outlined in this handbook.

MSHSAA: Raytown School District is a member of the Missouri State High School Activities Association. The purpose of this organization is to promote, develop, direct, protect and regulate amateur interscholastic activities between member schools and to stimulate fair play, friendly rivalry, and good sportsmanship among contestants, schools, and communities throughout the state.

SPORTSMANSHIP EXPECTATIONS: Sportsmanship involves fair play, courtesy, and respect for both the activity and opponents. The values of activities should last a lifetime. We are asking for your support to promote sportsmanship by emphasizing what is expected as competitors or spectators at any activity/contest/event. Such events are an extension of the school day and we expect the same type of respectful behavior exhibited in the activities/contest/events as we do in a regular classroom. We ask students, spectators, and parents to support sportsmanship, ethics, and integrity at all times.

PARTICIPATION GUIDELINES

ELIGIBILITY CRITERIA

All students participating in the activities program must meet the requirements of the Missouri State High School Activities Association and the requirements of the Raytown C-2 academic and conduct eligibility standards.

All students must meet the residence and transfer of enrollment requirements of the MSHSAA.

All students must meet MSHSAA criteria: pass a minimum or 3.0 units of credit the previous semester or 80% of the maximum available credit and maintain creditable citizenship. Under certain conditions/restrictions up to one unit of credit from summer school may be counted toward activity eligibility.

9th through 12th Grades and Transfer Students

Students will be ineligible to participate in activities for the semester for the following reason: Failure to receive 3.0 credits in the previous semester or 80% of the maximum credits available.

TRANSFER STUDENTS

Students new to the district must meet MSHSAA rules for transferring schools'/school districts. Students do not become eligible for game competition until transfer has been approved by MSHSAA.

SPECIAL SERVICES STUDENTS

All special services students must comply with published MSHSAA guidelines for participation.

HOME SCHOOL EXCEPTION

There are now opportunities for participation in sports and activity opportunities for full-time homeschool students who are full-time Family Paced Education (FPE), and full-time virtual school students with the public or charter school that serves the place they live. The law, which applies to a broad scope of athletics, fine arts, and integrated co-curricular activities, not just those governed by MSHSAA, is in place to ensure a fair and consistent approach to participation. If a student is to participate in a co-curricular activity, they must be enrolled in the class that the school is offering the activity.

ATTENDANCE (Regular school day)

Students **must** be in school the day of the contest for **ALL HOURS (1-7)**. ANY absence the day of the contest must be excused by the Principal/Activities Director.

PHYSICAL EXAMINATIONS

EVERY ATHLETE MUST HAVE A **CURRENT** VALID PHYSICAL BEFORE they are allowed to practice. Physicals could be valid for up to **2 years** from the date of the physical examination (Pre-Participation Examination).

INSURANCE

Athletes are required to provide their own health insurance. Supplemental insurance for partial coverage is available to all athletes through the district. Please contact your AD if you have questions about coverage or a claim. ***No one may practice or participate without insurance coverage.** ***If insurance lapses*** **during** ***the school*** **year it is** ***the*** **responsibility** ***of*** **the parent/guardian** ***to notify*** **the** ***school.***

CONFLICTS

There are occasions when students participating in more than one activity encounter scheduling conflicts for performances and contests. In this event, every attempt should be made to find a resolution satisfactory to all parties involved. If this cannot be achieved, the activities director will resolve the issue according to the following levels of priority:

1. Parent-Student Choice
2. State-level contests
3. District-level contests
4. Non-Conference/Conference Season Contest
5. Building (Activity for Grade)

SUSPENSIONS

ISS - In School Suspension / OSS - Out of School Suspension

Students are not allowed to participate in contests/activities if they have ISS or OSS the day of that contest/activity. ISS students may practice, but OSS students cannot practice.

SPORTSMANSHIP

Our expectation of extra-curricular/co-curricular activities is that they are educational in nature (will contribute to the accepted aims of education) and of benefit to participants. Each school is responsible for the conduct of its teams, students, coaches, and fans at both home and away contests. Anyone receiving a special report from MSHSAA may be removed from the next contest. Any player, coach, student or fan ejected from a contest shall at a minimum be prohibited from playing/attending the next contest at the same level. Coaches should inform the building Activities Director of any ejection or flagrant foul as soon as possible. Activities directors will conference with individuals as soon as possible.

CITIZENSHIP STANDARDS

Participation in student activities is a privilege and not a right; therefore, the Raytown School District requires students to adhere to standards of behavior which will bring credit to students, the particular activity, the school, and the community. Students who represent the Raytown School District must demonstrate good citizenship and conduct at all times. The Raytown School District requires student behavior be in compliance with school board policy, with the school's Student Handbook Regulations, and public laws. Behavior not in compliance with these policies may result in student's suspension from all extra-curricular activities.

➤ You must be a creditable citizen. Creditable citizens are those students whose conduct - both in school and out *of* school - will not reflect discredit upon themselves or their school.

NOTE: Conduct by the student involving law enforcement should be reported to your principal immediately as your conduct may affect eligibility or contest outcomes. (MSHSAA By-Law 2.2.1)

CHEMICAL ABUSE POLICY

We recognize that the use of mood altering chemicals poses a significant health problem for many adolescents. The effects can be detrimental to the physical and emotional welfare of students. Chemicals adversely affect extracurricular participation and the development of related skills.

Participation in extracurricular activities is a privilege for students in the Raytown Quality Schools. They are held to a higher standard of citizenship as representatives of both school and district. In accordance with MSHSAA student essential by-laws, student "conduct shall be satisfactory and in accord with standards of good discipline" (2.2.1). Violations involving tobacco, alcohol, and mood altering chemicals will result in suspension from activities. Penalties are cumulative for the student's high school career (Example - A student violates the policy with tobacco use during volleyball as a 9th grader, then later has an alcohol violation as an 11th grade basketball player. This will be considered the 2nd offense of the chemical abuse policy). Rules for activity participants will be enforced in and out *of* school.

1. For the first offense, the student shall be suspended from participation in all in-season or off season extracurricular and/or co-curricular MSHSAA activities for 30 days. This suspension can be reduced to 15 days if the parent/guardian obtains, at the parent/guardian's expense, a substance abuse evaluation and education/counseling for the student deemed appropriate by the evaluation. Students enrolled in a class that involves co-curricular MSHSAA activities will remain in the class during the suspension period and will participate in classroom activities. If participation in activities is used in calculating a student's grade, the student will be given alternative assignments during the suspension. If a participant in an extracurricular or co-curricular MSHSAA activity is suspended from participation, the participant will be expected to fulfill all team responsibilities including attendance at practices, meetings, competitions and other expectations.

If the student and/or parent/guardian seeks to reduce this consequence by scheduling a substance abuse evaluation the appointment must be confirmed before the student will be allowed to participate or resume parking privileges.

2. For the second offense, the student shall be suspended from participation in all extracurricular and co-curricular MSHSAA activities for 90 days. The stipulations of the first offense shall continue to apply. This suspension can be reduced to 45 days if the parent/guardian obtains, at the parent/guardian's expense, a substance abuse evaluation and education/counseling for the student deemed appropriate by the evaluation.

3. For the third offense, the student shall be suspended from participation in all extracurricular and co-curricular MSHSAA activities for 365 days. The stipulations of the first offense shall continue to apply. No reduction shall be allowed for this suspension and a substance abuse evaluation and education/counseling for the student deemed appropriate by the evaluation will be required before the student is allowed to return after the 365 day suspension.

ACTIVITY FEE (one-time fee once per school year)

- ❖ All students participating on an athletic team will pay a fee of $53 per year, not to exceed $106.00 per family per year.
- ❖ All students participating in speech, theater, debate, band, orchestra or performing vocal music groups (except mixed and girls' glee) will pay a fee of $26 per year, not to exceed $52 per family per year.

1. The student will not be allowed to participate in an event or contest until the fee is paid.
2. Participation includes Red & White, Blue & White, Intramural, or Interscholastic competitions.
3. If a student is cut from a team but has already paid the fee, he/she will be reimbursed.
4. If a student quits or is suspended from a team or performing group after the first scheduled event, no refund will be granted.
5. If a student is injured during or after the first scheduled game so that he/she can no longer compete, the fee will not be refunded.
6. Any student who is in the free or reduced lunch program will pay a reduced fee of $26 for athletics. Families who are unable to pay the reduced rate due to a legitimate financial limitation should work with the building principal. Each case will be judged independently.
7. Collecting all activity fees will be the primary responsibility of the building athletic director and the building athletic director's secretary.
8. Head coaches and activity sponsors will assist in the collection of activity fees, as directed.

SPORTS SEASON

Any student who is on the eligibility list of a team may not begin (participate in) the next sport season until the previous season is officially over (last contest). All obligations need to be cleared before the next season's practice begins. Athletes are responsible for all equipment that has been checked out to them.

TRANSPORTATION/ACTIVITIES

In general, students are required to ride school transportation to and from activities, students are expected to return from activities the same way they arrived. Certain occasions may warrant consideration of some alternatives.

- Athletes may ride from activities only with their parent at parental request. However, this should be practiced only if there are unusual circumstances. (Parents must talk with coach or Activities Director)
- Students whose parents consent to other forms of transportation for intra-district practices or events must complete a consent form.

EQUIPMENT

Students are accountable for all equipment they have checked out. Any equipment lost/stolen/abused will be charged to the student in whose name the equipment was checked out. The following suggestions should help reduce problems with equipment:

1. Do not exchange or loan equipment.
2. Keep your locker locked at all times.
3. Report loss of equipment immediately to the coach.
4. Report any defective/unfit equipment to the coach.
5. MSHSAA regulations prevent schools from loaning or selling equipment.

TEAM AWARDS/LETTERS

Students are eligible for awards. All awards require the student to be a member of the team/activity at the end of the season. Activity award requirements are available from the coach/sponsor of each activity. A copy of award requirements is available from the head coach.

FORMS AND FEES

Before a student may practice or perform in any athletic activity they must have fully completed registration on FinalForms and have their activity fee paid.

The rules outlined in *this handbook* are *the minimum standards. Each sponsor/coach* may *impose* stricter *rules for their specific activities*. The *coach/sponsor* will *provide* written *rules* to *parents/students when those rules deviate from* this *handbook.*

RAYTOWN C2 SCHOOL DISTRICT: ATHLETIC/ACTIVITIES INTERNET POLICY

Social Networking

To participate in extracurricular activities, students must be a credible school citizen as defined in the MSHSAA Handbook 2.2.1. The citizenship rule applies both to in school and out of school situations. Social websites and apps often publish pictures of students engaged in activities that display poor citizenship. Students must understand that incriminating pictures on social sites will not be tolerated by the Raytown C-2 Schools activity programs. Pictures that display poor citizenship on social sites may result in a suspension or removal from the Raytown C-2 activity programs.

Social media sites can be an important part of a young person's life and also pose a serious danger.

Since participation in athletics and activities is a privilege and not a right, an athlete or program member needs to accept responsibility for appearing or posting on all websites.

When visiting or appearing on any internet sites, student athletes at Raytown C-2 Schools will maintain acceptable standards as described in the Raytown C-2 Schools Student Handbook and individual team rules.

Any posting or communication via social networking websites which disrupts either the educational or athletic environment or which advocates the violation of any school or team policy would be unacceptable. This would include but not be limited to:

- The consumption of alcohol and or the use of illicit drugs.
- Inappropriate sexually-oriented material.
- Activities involving bullying, hazing or harassment.

It is the intent of the Raytown C-2 School District to provide leadership, education and protection of its students who choose to be a part of the teams and programs offered from the dangers involved with some internet sites to maintain the positive aspects of an education-based athletic program.

RAYTOWN C2 SCHOOL DISTRICT: PARENT/COACH COMMUNICATION

I. Communication you should expect from your student's coach

A. Philosophy of the coach
B. Expectations the coach has for all team members
C. Locations and times of all practices and contests
D. Team requirements, i.e., fees, special equipment, off season conditioning
E. Procedure should your student be injured during practice

II. Appropriate concerns to discuss with coaches

A. The treatment of your child, mentally and/or physically
B. Ways to help your child improve
C. Concerns about your child's behavior

NOTE: It is *difficult* to *accept your child not playing as much as you may hope*. *Coaches are professionals*. *They make judgment decisions based on what they believe to be best* for *all students involved*. As *you have seen from the above list*, *certain things can be and should be discussed* with *your child's coach*. *Other things*, *such as those* to *follow*, *must be left* to *the discretion of the coach.*

III. Issues not appropriate to discuss with coaches

A. Playing time
B. Team strategy
C. Play calling
D. Other student/athletes

NOTE: There are *situations that may require* a *conference between* the *coach and* the *parent*. It is *important* that *both parties involved have* a *clear understanding of the other's position*. *When these conferences are necessary, the following procedure should be followed* to *help promote* a *resolution* to the *issue* of *concern*.

IV. If you have a concern to discuss with the coach, the following procedures should be followed:

A. The student athlete must bring the issue to the coach's attention
B. If the issue needs further attention, contact the coach during his/her planning period to get a clarification or to set up a meeting.
C. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both parent and coach. Meetings of this nature do not promote resolution.

V. What can a parent do if the meeting with the coach did not provide a satisfactory resolution

A. Call during school hours and set up an appointment with the Building Activities Director to discuss the situation.
B. At this meeting the appropriate next step can be determined.

CONCUSSION EDUCATION AND MANAGEMENT PROTOCOL

Education Concussions are common in sports. The Missouri State High School Activities Association (MSHSAA) believes that education of coaches, officials, athletes, and their parents or guardians are key to safely returning a student athlete to play. Appropriate immediate care after a suspected concussion, and follow up incorporating a multi-disciplinary team that includes the coach, parent or guardian, athlete's physician, team physician and athletic trainer (if available), and school representatives, also are important for the proper management of a sport-related concussion.

Each school district will receive educational materials for coaches, athletes, parents, and school officials, required forms for student athlete participation and parent/guardian consent, and recommended medical clearance forms for return to play.

Annually, MSHSAA member school districts will ensure that every coach, student athlete, and parents or guardians of a student athlete completes a concussion and head injury information sheet and returns it to the school district prior to the student athlete's participation in practice or competition. Officials will receive training from their parent organization. Each official's organization will require annual concussion training and maintain a signed head injury information sheet for each official.

Recognition and Evaluation of the Athlete with a Concussion

1. Recognition of the signs and symptoms of a concussion is important. Every member of the team athlete, teammates, coaches, parents or guardians, officials, athletic trainers, and team physicians have a duty to report a suspected concussion. Not all school districts have medical personnel available to cover every practice and competition; therefore, the coach is the person in the best position to protect the player and must be aware that not all student athletes will be forthcoming about their injury.

2. An official shall not be responsible for making the diagnosis of a concussion. The official can assist coaches and medical staff by recognizing signs and symptoms of a concussion and informing the coach and medical staff of their concerns.

3. The coach, (Athletic Trainer) AT, or physician on site should evaluate the athlete in a systemic fashion:

   A. Assess for airway, breathing, and circulation (basic CPR assessment)
   B. Assess for concussion
      a. Any unconscious athlete should be assumed to have a severe head and/or neck injury and should have their cervical spine immobilized until a determination can be made that the cervical spine has not been injured. If no medical professional can make the assessment, the athlete should be transported to an appropriate emergency care facility.
      b. A conscious athlete with no neck pain can be further evaluated on the sideline.

4. An athlete experiencing ANY of the signs/symptoms of a concussion should be immediately removed from play.

Signs/Symptoms of a concussion include:

PHYSICAL

- Headache
- Nausea/Vomiting
- Dazed/Stunned
- Balance problems
- Visual problems
- Fatigue Sensitivity to light Sensitivity to noise

COGNITIVE

- Feeling mentally "foggy" Feeling slowed down
- Difficulty concentrating
- Difficulty remembering
- Forgetful of recent information
- Confused about recent events
- Answers questions slowly
- Repeats questions

EMOTIONAL

- Irritability Sadness
- More emotional
- Nervousness

5. Evaluation: Following any first aid management, the medical team, or coach in the absence of medical personnel, should assess the athlete to determine the presence or absence of a concussion. The current version of the Sport Concussion Assessment Tool (SCAT) is an assessment tool that is readily available and can assist with the assessment. The athlete should be monitored for worsening or change in signs and symptoms over the next 24 hours. Instructions should be given to the parent or guardian as to signs and symptoms that may require further or more emergent evaluation.

6. Management of a Concussion and Return to Play

A. An athlete determined to have a concussion or have concussion-like symptoms will be removed from practice or competition and is not allowed to return to practice or competition that same day.
B. If an athlete displays concussion-like signs or symptoms, the athlete should be assumed to have a concussion until further medical evaluation can occur. “WHEN IN DOUBT, SIT THEM OUT!”
C. Written clearance from a physician (MD or DO), Advanced Nurse Practitioner in written collaborative practice with a physician, Certified Physician Assistant in written collaborative practice with a physician, Athletic Trainer or Neuropsychologist in written supervision of a physician must be provided prior to return to play.
D. Following a concussion, current accepted guidelines on physical and cognitive activity should be practiced until symptoms have resolved.
E. An athlete must be asymptomatic at rest and with exertion prior to return to play
F. A graduated return to play progression should be followed to guide return to activity following medical clearance as outlined on the MSHSAA Concussion Return to Play form.

HIGH SCHOOL:

ONLINE ACTIVITY REGISTRATION THROUGH FINALFORMS

https://raytownschools-mo.finalforms.com/