MARSEILLES ELEMENTARY SCHOOL

EXTRACURRICULAR

HANDBOOK

2026-2027

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Dear Parents/Guardians

We welcome you and your child to the extra-curricular programs at Marseilles Elementary School. We are very proud of the various programs that are offered at the school and know that you will be too. All athletic programs are operated with the safety, well being and scholastic standing of the student athlete as our top priorities.

All participants and parents of the participants are representatives of our school. Certain responsibilities come with these privileges. We have prepared this handbook for you. We encourage you to take time and read this booklet **WITH** your child.

This hand book contains School Board Policy, Guidelines for Participants, and information that we feel will help you understand more about our programs. If, during the course of the school year, there are any questions or problems that may arise, please reach out to the **COACH, ACTIVITIES DIRECTOR, or PRINCIPAL**. We hope that your child's experience within the extra-curricular programs is a rewarding one. We also strongly encourage parental attendance at **ALL** events, both home and away.

Philosophy of Marseilles Elementary School
School District #150

It is the philosophy of Marseilles Elementary School that all students be encouraged to participate in extra-curricular activities, both athletic and academic. In order to help develop knowledge, skills and attitudes that will enrich their personal development into successful adults.

To provide for the needs of emerging young people, Marseilles will provide opportunities for growth. These opportunities and activities will be governed by the following guidelines:

1. Students will be afforded the widest opportunities for participation in all extra-curricular activities.
2. A goal of a student's participation in all activities is the enhancement of his or her social and emotional growth.
3. Recognizing that certain activities are by nature competitive. Teamwork and participation must be emphasized. (WINNING IS NOT EVERYTHING!)
4. Maximum participation of all students in all activities is encouraged.

MARSEILLES ELEMENTARY DISTRICT #150 BOARD POLICY
EXTRA-CURRICULAR ACTIVITIES

The school Board recognizes that student activities sponsored by the District will contribute to the leadership abilities, social well-being, self-realization, good citizenship, and general growth of all students.

Student activities are defined as planned, organized, and supervised activities conducted under the auspices of the District, which primarily involve students in other classroom situations. The District may schedule two categories of extra-curricular activities: those which meet during a period listed on the school's daily schedule; those which meet at a time outside the regular school hours.

The purpose of the student activities program is to:

* provide an outlet for student interest and abilities;
* contribute to the mental, physical, and moral growth of the student;
* provide group activities;
* foster leisure-time activities.

Student participation in School Board approved student activities shall be contingent upon the following requirements:

1. Membership is limited to students currently enrolled in the District
2. Membership shall not be limited because of the student's race or sex.
3. Fees assessed for student participation in extra-curricular activities shall be reasonable and shall not exceed the actual cost of operating the District's programs.
4. Student participation in activities is also subject to other standards for participation as may be determined by the School Board.

Any student who cannot maintain the standards for participation listed above shall be considered ineligible to participate in student activities. The Activities Director shall be responsible for developing and maintaining a list of ineligible students and shall see that the standards for participation are enforced.

SUSPENSION - EXTRA CURRICULAR

A student may be suspended or dropped from an extracurricular team/activity for:

1. Failure to maintain the academic standards set forth in the Student Handbook.
2. Violation (s) of the District #150 Student Discipline Policies.

3. After injury, failure to receive a medical release statement from a physician.

4. If a student is assigned a detention on a day of a game or event, they will be ineligible for that day's game/event. **Detentions will not be rescheduled to allow participation in a game or event.**

STUDENT ACTIVITIES - ATHLETICS

Student participation in School Board approved school athletic activities shall be contingent upon the following requirements:

1. The student must attain the academic standards set forth by the IESA.

2. Written permission must be given by the parents / guardians for the students' participation, giving the District full waiver responsibility of the risks involved. Parents and student athletes are required to sign acknowledgment of receipt for the Extra-curricular Handbook.

3. A physical examination of the student for the current school year must be

    a. given by a physician and accompanying written statement assuring that

    b. the students' health status allow for active athletic participation shall be

    c. submitted to the District.

4. Student athletes must comply with Illinois' Youth Sports Concussion Safety Act

    a. And all protocols, policies, and bylaws of the Illinois Elementary School Association before being allowed to participate in any athletic activity, including practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including, without limitation, the School District's return-to-play and return-to-learn protocols.

5. Participation Fees per year, per student are $30.00 per sport.
    Uniforms will not be issued until fees are paid.

6. Students who participate in multiple sports must attend the contest of the sport

    a. that began its season first. A competitive sport will take precedence over a

    b. non-competitive sport, unless otherwise determined by the administration based

    c. on extenuating circumstances or the best interests of the student and school.

FULL COMPLIANCE WITH ALL THE REQUIREMENTS IS NECESSARY BEFORE A STUDENT MAY ENGAGE IN A SCHOOL EXTRA -CURRICULAR ACTIVITY.

Concussion Information Sheet

A concussion is a brain injury, and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a "ding" or a bump on the head can be serious. You can't see a concussion, and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:

- Headaches
- "Pressure in head"
- Nausea or vomiting
- Neck pain
- Balance problems or dizziness
- Blurred, double, or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish or slowed down
- Feeling foggy or groggy
- Drowsiness
- Change in sleep patterns
- Amnesia
- "Don't feel right"
- Fatigue or low energy
- Sadness
- Nervousness or anxiety
- Irritability
- More emotional
- Confusion
- Concentration or memory problems (forgetting game plays)
- Repeating the same question/comment

Signs observed by teammates, parents, and coaches include:

- Appears dazed
- Vacant facial expression
- Confused about assignment
- Forgets plays
- Is unsure of game, score, or opponent
- Moves clumsily or displays in coordination
- Answers questions slowly
- Slurred speech
- Shows behavior or personality changes
- Can't recall events prior to hit
- Can't recall events after hit
- Seizures or convulsions
- Any change in typical behavior or personality
- Loses consciousness

Concussion Information Sheet

What can happen if my child keeps on playing with a concussion or returns too soon?

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, the education of administrators, coaches, parents and students is the key to student-athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The Return-to Play Policy of the IESA and IHSA requires athletes to provide their school with written clearance from either a physician licensed to practice medicine in all its branches or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches prior to returning to play or practice following a concussion or after being removed from an interscholastic contest due to a possible head injury or concussion and not cleared to return to that same contest. In accordance with state law, all schools are required to follow this policy.

You should also inform your child's coach if you think that your child may have a concussion. Remember it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

For current and up-to-date information on concussions you can go to:
http://www.cdc.gov/ConcussionInYouthSports/

Student/Parent Consent and Acknowledgements
By signing (page 16), we acknowledge we have been provided with information regarding concussions.

Each year IESA member schools are required to keep a signed Acknowledgement and Consent form and a current Pre-participation Physical Examination on file for all student athletes.

Adapted from the CDC and the 3rd International Conference on Concussion in Sport
Document created 7/1/2011, Reviewed 4/24/2013, 7/2015, 7/2017, 6/2018

RULES REGARDING CONTROLLED SUBSTANCE TOBACCO / ALCOHOL / SUBSTANCES

The use, possession, distribution, purchase, or being under the influence of alcoholic beverages, tobacco products, nicotine products (including electronic cigarettes and vaping devices), cannabis, controlled substances, unauthorized prescription medications, or other intoxicating substances is prohibited and may be harmful to a student's health and well-being. Student-athletes are expected to comply with all federal, state, and local laws, as well as all Board of Education policies and school rules.

Credible reports or evidence of a violation involving any of these substances, whether on or off school property, may be investigated by school administration. Any student-athlete determined to be in violation of this policy may be subject to disciplinary action, up to and including suspension or removal from extracurricular activities for the remainder of the school year, as determined by the administration.

1ST OFFENSE - A) Is punishable with a minimum 15 calendar day suspension from competition. The student is, however, required to attend all practice sessions during the suspension period. During the suspension, the student will also be required to attend a school approved "Alcohol, Tobacco, and Substance Abuse Program" at the expense of the student's parent or guardian.

B) If the student elects not to attend a school approved "Alcohol, Tobacco, and Substance Abuse Program" then the student will be suspended a minimum of 30 days from competition.

2ND OFFENSE- Will result in a permanent suspension from all **academic / athletic** team membership and participation for the remainder of the school year.

Participants Responsibility

1. An "F" in any class renders the athlete ineligible for competition for the next week from Monday through Sunday with teacher discretion based on assignments for the week. The participant must practice, but will not compete, nor ride the team bus to away games. A student who is ineligible for three separate eligibility periods may be removed from the team at the discretion of the Athletic Director and Administration. Eligibility begins with the first week of practice.
2. The participant may participate in multiple sports but MAY NOT quit one team to join another. This applies for any reason, even if a student has been dismissed for academic reasons.
3. After the season begins, a person MAY NOT join that team unless there is just cause, cleared through the Coach and Activities Director.
4. **PARTICIPANTS REPRESENT OUR SCHOOL**, and must conduct themselves and dress accordingly. On game day participants must follow the extracurricular dress code.

Dress Code: Boys – Team shirt and dress pants
Dress Code: Girls – Team shirt and dress pants

5. All participants must ride the school bus to away games. In order for a student to ride home from an away game with their parent, the parent **MUST DO THE FOLLOWING**:
   1) A parent note, indicating who will be driving their child home from the game must be given to the coach before the student leaves our school.
   2) The parent/designee must sign the student out at the away games.

6. UNIFORMS are for games only. Cheerleaders will be the exception to this rule. Uniforms ruined or not returned **TEN DAYS AFTER THE LAST DAY OF THE SEASON, MUST BE PAID FOR BY THE STUDENT. UNIFORMS ARE TO BE TURNED INTO THE COACH ONLY! DO NOT TURN THEM INTO THE FRONT OFFICE OR ATHLETIC DIRECTOR.**
   Participation in any subsequent school sponsored team will be prohibited until such time that uniforms are returned or paid for.

7. School Board Policy regarding physicals, insurance, conduct, grades, etc., **MUST BE FOLLOWED.**

8. Students must be in attendance a half day to participate in an extra-curricular event. Exceptions may be made under certain circumstances approved by the Administration, i.e. doctor or dental appointment, etc.

9. Habitually missed practices or tardiness will be dealt with by coaches on an individual team basis.

10. In order to be considered an excused absence, a doctor's note or a parent note must be received within 24 hours of a missed practice.

11. Any conduct by an athlete representing Marseilles Elementary School that is deemed inappropriate, whether it occurred on or off school grounds, may result in suspension from the team.

12. All IESA fines are the responsibility of the athlete and their family.

PARENT/GUARDIAN ORIENTATION

Orientation meetings will be scheduled for all parents/guardians for children who wish to participate in an extracurricular activity. Two orientation meetings will be held: **August for fall sports and December for winter/spring**. Parents/Guardians must attend one of these meetings prior to participation in any activity. The coaches/sponsors, athletic director, and administrator will be on hand to answer questions about the programs. If you are unable to attend, you must call and speak to the Athletic Director prior to participation in any activity

- The ethical behavior of coaches, sponsors, students, and parents will be addressed.
- All necessary forms will be available for parent/guardian signature.
- Coaches may hold an additional meeting during the first week of practice for individual events.

Parent Responsibility

Where does a child learn to be a "good sport"? At home. By the time a child dons a uniform and joins a team, a sense of sportsmanship (or lack thereof) is already well established.

1. Support your child by attending the competitions.
2. Do not force an unwilling child to participate in sports.
3. Remember, student athletes are involved in organized sports for **THEIR** enjoyment, not **YOURS.**
4. Encourage your child to always play by the rules.
5. Teach your child that honest effort is as important as victory so that the result of each game is accepted without undue disappointment.
6. Turn defeat into victory by helping your child work toward skill improvement and good sportsmanship. Never ridicule or yell at your child for making a mistake or losing a competition.
7. Remember that children learn best by example. Applaud good plays by your team and by members of the opposing team.
8. Do NOT publicly question the official's judgment and NEVER their honesty.
9. **SUPPORT ALL EFFORTS TO REMOVE VERBAL AND PHYSICAL ABUSE FROM CHILDREN'S EXTRA-CURRICULAR ACTIVITIES.**
10. Recognize the value and importance of the coaches. They give of their time and resources to provide guidance for your child.
11. If your child is a team player, give a hand to support the athletic department. You will be expected to volunteer a minimum of 3 hours per year.
12. Parents and student participants are required to sign acknowledgment of receipt of extra-curricular handbook.
13. Parents are responsible for picking up their child/children **ON TIME** after any activity. i.e. practice, game, or team meeting.
14. **Parents are not allowed in the locker room at any time.**
15. **Failure to abide by this rule may result in you being barred from attending any future home activities.**

COACH / SPONSOR RESPONSIBILITY

1. Be reasonable in your demands on the students' time, energy, and enthusiasm. Remember that they have other interests. The scheduling and length of practice times should take into consideration the maturity level of the students, family schedules, and homework time.
2. Teach your players that rules of the game are mutual agreements, which no one should evade or break.
3. Remember that our student athletes play for fun and enjoyment and that winning is only part of the sport. NEVER ridicule or yell at the athlete for making mistakes or losing a competition.
4. Ensure that equipment and facilities meet safety standards and are appropriate to the sport.
5. Develop team **RESPECT** for the ability of opponents, as well as for the judgment of officials and opposing coaches.
6. Follow the advice of a physician when determining when an injured athlete is ready to play again.
7. Remember that student athletes need a coach they can **RESPECT. Be generous** with your praises when it is deserved and set a good example.
8. Make a personal commitment to keep yourself informed on sound coaching principles of growth and development of the students.
9. As a general practice coaches should have contact with their team a minimum of four (4) times per week. This requirement may be waived during school vacation periods or other extraordinary circumstances.
10. A monthly practice schedule **WILL** be distributed at least one week (1) in advance to the team members.
11. Coach will communicate results to the Athletic Director.
12. All IESA fines are the responsibility of the coach.

STUDENT CODE OF ETHICS

I will remember at all times that I am a member of a team and I will not place my own self-interest above those of the team.

I will not cast blame on my teammates, we will win together as a team, and we will lose together as a team.

I will demonstrate self-control and respect for others, including officials, parents,

spectators, coaches, and other participants, at all times.

I will remember that participation in a school activity is a privilege that is not to be abused by un-sportsman/inappropriate conduct.

I will treat my opponents with respect, shake their hands after competition, and congratulate them on their performance.

I will respect the integrity and judgment of the officials.

I will remember that improper behavior while in uniform reflects poorly upon my parent, my community, my organization, and me.

I will understand and abide by the rules of the game.

I will accept victory with grace and defeat with dignity.

I will remember that school is more important than my additional activities and I will give 100 percent during the school day, whether it is in the classroom, lunchroom, assemblies, etc., just as I do in my activities.

PARENT / GUARDIAN 'S CODE OF ETHICS

I hereby pledge to provide positive support, care and encouragement for my child participating in extra-curricular activities by following this Parent Code of Ethics.

I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every contest, practice or other event.

I will place the emotional and physical well being of my child ahead of my personal desire to win.

I will insist that my child play in a safe and healthy environment.

I will require that my child's coach be trained in the responsibilities of being a youth coach/sponsor and that the coach upholds the Coaches' Code of Ethics.

I will support coaches/sponsors and officials working with my child in order to encourage a positive and enjoyable experience for all.

I will demand an environment for my child that is free of drugs, tobacco, and alcohol, and will refrain from its use at all extra-curricular events.

I will remember that the event is for the youth, not adults.

I will do my very best to make the extra-curricular fun for my child.

I will ask my child to treat other players, coaches/sponsors, fans, and officials with respect regardless of race, sex, creed or ability.

I will help my child enjoy the extra-curricular experience by doing whatever I can, such as being a respectful fan, supporting the Booster Club/school.

COACHES /SPONSORS' CODE OF ETHICS

I will place the emotional and physical well being of my participants ahead of a personal desire to win.

I will treat each participant as an individual, remembering the large range of emotional and physical development for the same age group.

I will do my best to provide a safe playing situation for my participants.

I will promise to review and practice basic first aid principles needed to treat injuries of my participants.

I will do my best to organize practices that are fun and challenging for all my participants.

I will lead by example in demonstrating fair play and sportsmanship to all my participants.

I will provide an environment for my team that is free of drugs, tobacco and alcohol and I will refrain from its use at all school events.

I will be knowledgeable in the rules of each activity that I coach/sponsor, will teach these rules to my participants.

I will use those techniques appropriate for all the skills that I teach.

I will remember that I am a youth coach/sponsor and that the game is for children and not adults.

A copy of these Ethics has been signed and is on file for each coach and/or sponsor for all extra-curricular activities at Marseilles Elementary School.

FORMAT FOR FILING COMPLAINTS

Parents/guardians who have concerns or complaints regarding an extra-curricular activity should pursue their complaints by addressing the following chain of command:

1. Set up a time with the coach or sponsor to discuss concerns. This meeting should take place at a mutually convenient time. The coaches will not be available after games for such discussions and should be contacted to set up a time for meeting with concerned parents/guardians. The following issues should not be considered:

Appropriate issues to address with coach
Child's effort at practice
Child's behavior at practice
Skills that need improvement / practice
Child's attitude

Inappropriate issues to address with coach
Coaching strategies
Playing time
Other athletes / participants

2. If a resolution is not met after meeting with the coach or sponsor, then the parent/guardian of the student should refer the matter to the athletic director. If the athletic director and parent/guardian cannot resolve this matter the athletic director will schedule a meeting with the parent, coach himself and principal.
3. If a resolution is not met through the aforementioned meeting and the parent/guardian is not satisfied with the resolution, they may then request a meeting with the superintendent, and School Board if necessary, to resolve their concerns.

MARSEILLES ELEMENTARY SCHOOL

2026-2027

Extracurricular Offerings

8th Grade Boys Basketball
7th Grade Boys Basketball
6th Grade Boys Basketball
5th Grade Boys Basketball

8th Grade Girls Basketball
7th Grade Girls Basketball
6th Grade Girls Basketball
5th Grade Girls Basketball

Wrestling

Baseball

8th Grade Volleyball
7th Grade Volleyball
6th Grade Volleyball

7th & 8th Cheerleading Coach
5th & 6th Cheerleading Coach

Track

Yearbook Advisor

Student Council Advisor
Scholastic Bowl Advisor

Band Special Events
Chorus Special Events

Spelling Bee Advisor

TnT Club Advisor

Coaching Positions are contingent upon favorable Background Checks.

Please return this form to the school office, coach, or sponsor prior to the first day of practice or activity.

_____

SIGNATURE OF ATHLETIC DIRECTOR

We have read and understood the Marseilles Elementary School extra-curricular policy, including information regarding concussions.

I have read and agree to abide by the Parent Code of Ethics.

_____

SIGNATURE OF PARENT/GUARDIAN

_____

SIGNATURE OF PARENT/GUARDIAN

_____

DATE

I have read and understand the Marseilles Elementary School extra-curricular policy.

I have read and agree to abide by the Coach / Sponsor Code of Ethics.

_____

SIGNATURE OF COACH /SPONSOR

_____

DATE