

Hellgate Elementary

Student Activities Handbook

Molly Blakely, Superintendent

Taylor Nordby, Activities Director

Haley Patzner, Assistant Activities Director & TOSA

Jamie Courville, Principal 7-8

Tiffany Hobbs, Principal 4-6

Brent Heist, Principal 2-3

Julie McCarthy-McLavery K-1

2381 Flynn Lane, Missoula, MT 59808

Telephone: (406) 532-4592 or Fax: (406) 541-7780 www.hellgate.k12.mt.us

Mission

The mission of Hellgate Elementary School District is to provide an educational opportunity for students to progressively grow in a variety of activities so they can become lifelong participants and spectators. Our programs are designed to involve the largest number of students possible.

INTRODUCTION

The Hellgate Elementary School District ("the District") provides for co-curricular and extracurricular activities as an integral part of the total secondary school educational program. The opportunity to participate in a wide variety of activities is extended to all students who achieve the District's academic and social standards. Research has shown that students who participate in activities tend to have higher grade point averages, better attendance records, and fewer discipline problems during the time they are participating. Research has also shown there is a high correlation between participation in extracurricular activities and success later in life. It is important to remember that when taking part in activities you are representing yourself, your family, your school and the District. You must, therefore, act responsibly, display good sportsmanship, and abide by the rules and regulations set forth in this handbook.

ACTIVITY OFFERINGS

Participation in cocurricular and extracurricular activities, clubs, and organizations is a worthwhile endeavor to enhance students' development and educational experience. Specific eligibility and conduct rules may be adopted regarding participation in activities, clubs, and organizations. Student activity offerings at each school may vary depending on student interests, facilities, budget, and availability of qualified sponsors. Hellgate Elementary offers the following extracurricular and co-curricular clubs:

- Girls' Volleyball (grades 7/8) Second week of school to mid-October
- Co-ed Soccer (grades 6 - 8) Second week of school to mid-October
- Co-ed Cross Country (grades 6 - 8) Second week of school to mid-October
- Co-ed Flag Football (grades 7/8) Second week of school to mid-October
- Gymnastics (grades K/1) October and November
- Boys' Basketball (grades 7 & 8) Mid-October to mid-December
- Girls' Basketball (grades 7 & 8) January and February
- Co-ed Wrestling (grades 6 - 8) February and March
- Co-ed Track (grades 6 - 8) April and May

CLUBS

- Drama Club (grades 6-8) December and January
- Hellgate Elementary Robotics Club (grades 4-8) meets after school on Wednesdays.
- Book Club meets weekly run by a parent volunteer or a staff member.
- Chess Club meets once a week during lunch and is supervised by a parent volunteer.
- WINGS is a student leadership & service organization for 6th, 7th & 8th graders. The goal is to provide student leaders with training, skills, and opportunities to make a positive difference in school and the community. Members must maintain good standing in academics, attendance, and behavior.
- VISIONS- 8th-grade students who are in good standing (academics, attendance, behavior) are allowed to help teachers & tutor students in the lower grades.
- Adventure club meets after school for a hike, bike, or other adventures
- Art Club meets at break
- Braille Club
- Sign Language Club

Competition, skill, physical, and social development, in addition to promoting the enjoyment of the game, are all components of our extra-curricular athletic programs. A schedule of games is arranged with our county schools (Copper League). This schedule will be developed at the beginning of each sports season. Students and parents will get a copy of their child's home and away game schedule. Students participating in athletics must supply practice clothes and shoes. It is the responsibility of the student and their parents/guardians to provide transportation to and from home games and practices. **A PHYSICAL IS REQUIRED EACH YEAR BEFORE A STUDENT PARTICIPATES IN THE ATHLETIC PROGRAM.**

Before a student is allowed to participate in school activities they and their parents/guardians must complete and return the following forms to the student's respective building office:

1. Sports Physical
2. Parent/Guardian Permission/Medical Release Form
3. Concussion & Education Form
4. Signed Student Activity Handbook
5. Activity Fee of \$75

The following training rules will apply to all Hellgate Middle School athletic participants and team managers:

A. Sports Physicals

- a. Athletes **MUST HAVE** a current doctor's physical and a parent/guardian signed permission slip on file in the office in order to try out, practice, or play in a Hellgate sports activity.
- b. Sports physicals must be current and remain valid during the duration of the sport the student is participating in. Sports physicals after May 1st are good for the following school year; a physical received before May 1st is only good that school year, and a new sports physical must be completed for that current year.

B. Parent/Guardian Permission/Medical Release Form

- a. Students must have a signed parent/guardian permission form on file for each activity that the student is participating in. These forms may be found on the Hellgate Elementary Activities Website.

C. Activity Fee

- a. To participate in activities offered by Hellgate Elementary, a one-time payment of \$75 is required. The activity fee is **a one-time fee** allowing students to do as many activities as they would like for the duration of the school year. This can be paid at the student's building office in the form of a check or cash. Payment is also available via the online payment portal. **If a student has completed one activity and signs up to participate in a second, the \$75.00 activity fee must be paid in full before the student will be allowed to participate in the additional activity.**

D. Concussion & Education in Sports

- a. Because of the passage of the Dylan Steigers' Protection of Youth Athletes Act, schools are required to distribute information sheets for the purpose of informing and educating student-athletes and their parents of the nature and risk of concussion and head injury to student-athletes, including the risks of continuing to play after concussion or head injury. Montana law requires that each year, before beginning practice for an organized activity, a student-athlete and the student-athlete's parent(s)/legal guardian(s) must be given an information sheet, and both parties must sign and return a form acknowledging receipt of the information to an official designated by the school or school district prior to the student-athletes participation during the designated school year. The law further states that a student-athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from play at the time of injury and may not return to play until the student-athlete has received a written clearance from a licensed healthcare provider.

E. Behavior: Practice/Game/Meet Acceptable & Unacceptable Behavior

- a. Profanity, unsportsmanlike conduct, etc., will not be tolerated.
- b. Team members who do not behave during practice will be sent home. This will be counted as a missed practice. This results in the student not participating in the next game.
- c. Multiple behavior incidents from a student at practice, games, or events will result in their removal from the team/activity for the remainder of the season.
- d. Any member of an athletic team who has received detentions or major referrals for behavioral reasons at school, as per the school's discipline plan, will be subject to the following consequences:
 - i. Detentions: Students with multiple detentions may be suspended from one game/meet. The student may participate in practices.
 - ii. In-school suspension will result in a minimum of five (5) school days suspension from the activity and consideration for removal from the activity.
 - iii. Out-of-school suspensions will result in a minimum of ten (10) school days (two weeks) of suspension from the activity and consideration for removal from the activity.
- e. Students will not be allowed to stay for games on Thursday's early-out schedule unless they are part of the team AND monitored by a coach. School is dismissed at 2:32 on Thursday, and games do not start until 4:00, which leaves students unsupervised.
- f. Students who stay after school to watch home games are expected to behave in a manner that is respectful and safe. Students who fail to do so will be asked to leave.

F. Officials: The official's judgment will be accepted at all times. Athletes, managers, and/or spectators are asked not to argue with officials. If any participant disagrees with an official, he/she is instructed to speak with the coach about the issue.

G. The following are considered unacceptable behaviors for any participant:

- a. Possession and/or use of alcoholic beverages
- b. Possession and/or use of tobacco
- c. Possession and/or use of any illegal substance
- d. Illegal acts
 - i. Violations of the above may result in immediate suspension for the remainder of the season or from participating in any extra-curricular activity for the remainder of the school year.

H. Eligibility Requirements and Information

- a. Grade checks will occur throughout the season (Mondays).
- b. All students receiving an F will be reported to the Principal/Activities Director/Coach.
- c. Any students receiving two (2) or more F's will be deemed ineligible for a minimum of one (1) week and will continue to be ineligible by one-week

increments until they are receiving one (1) or fewer F's. The student may practice, but may not participate in games/events.

- d. Athletes/managers are asked to attend every practice. Missed practices will be unexcused unless prior arrangements have been made with the coach. One missed practice may result in the athlete missing the next game. Three missed practices may result in removal from the team.
- e. Most practices will be from 3:35 to 5:00 every afternoon except Thursday. Depending on the number of teams, some Thursday practices may need to be scheduled, as well as some morning practices before school. Parents are asked to have their athletes on time for practice when morning practice is needed and to pick students up promptly after practice in the afternoon.
- f. Students must be present at school on the day of a given activity to participate. On game days, a student must be in attendance by 8:30 A.M. if that participant wishes to play/manage in the game scheduled for that day. Exceptions may include medical or dental appointments, bereavement, or other reasons approved by the coach and/or activities director.
- g. Dress and appearance should be clean and neat both at home and away. How you look and behave is a reflection of our school, our athletic program, and our athletes/managers. Only the school-approved team uniform will be acceptable dress for all competitions.
- h. Coaches will choose no more than two team managers to help manage any team. Only managers chosen by the coach will be allowed to travel with the team and/or help manage the team. Managers must also have a permission slip on file.
- i. Excusal notes from medical professionals are the *only* accepted form of deviation from the sport (practice or games)

I. Returning Uniforms

- a. Athletic uniforms will be returned promptly upon the completion of the season. Uniforms may be turned in to the office or the coach after the athletic season.
- b. Missing uniforms will result in a \$50 fee per article of clothing (i.e. missing soccer top results in a \$50 fee, missing basketball top and shorts would result in a \$100 fee) as well as consideration for exemption from future athletics and activities. These stipulations will be determined by the administration based on individual occurrences.

J. Travel Sign Out for Away Games/Meets/Events

- a. Parents/guardians may take their student home directly from an away event. If the student rode the bus to the event, then a parent/guardian must sign them out with a coach before leaving.
- b. If a student wants to ride home with another family member or another family, this must be arranged with the building administrative assistant in the student's respective building prior to the game. This must be an email. The administrative assistant will then inform the coach that the student is allowed and planning on going home with someone other than a direct parent/guardian.

- c. Parents are allowed to drive their student-athlete to an away contest if they choose.

K. Student Pick-Up

- a. Please pick students up promptly from games, meets, and practices. Students are allowed to ride home from Hellgate Elementary with other students after an activity, unless alternative travel arrangements have been requested via email through the administrative assistant or office of the student's respective building (see J. above).

L. Home School

- a. Students who are registered as a homeschool student and reside in the Hellgate Elementary School District are eligible to participate in the offered activities.

Sports Schedule

Sports seasons may range from six to nine weeks, depending on the activity. The approximate dates of the athletic seasons are as follows:

- Girls' Volleyball (grades 7/8) Second week of school to mid-October
- Spirit Squad (grades 6-8) Second week of school to February
- Co-ed Soccer (grades 6 - 8) Second week of school to mid-October
- Co-ed Cross Country (grades 6 - 8) Second week of school to mid-October
- Co-ed Flag Football (grades 7/8) Second week of school to mid-October
- Gymnastics (grades K/1) October and November
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Diabetes in Extracurricular Athletics & Activities

1. School Staff, Coaches, and Administrators will receive annual diabetic training from school nurses.
2. Staff with specialized diabetes training will be onsite to support after-school activities.
3. Direct school nursing services are not guaranteed for after-school or off-campus student activities.
4. If parents/guardians are present for after-school sponsored activities, they will automatically assume responsibility for managing student diabetes care.
5. Parents/Guardians will ensure essential diabetic supplies are provided for school-sponsored extracurricular activities. Diabetic supplies will be given to staff/coaches/administrators before starting the after-school activity. Essential Diabetic supplies to be provided are to include, but not limited to:
 - a. Insulin Pen
 - b. Needles/Syringes
 - c. Glucometer
 - d. Finger Stick
 - e. Alcohol Pads
 - f. Glucometer Strips
 - g. Baqsami, Glucagon, an emergency low blood sugar medication
 - h. Glucose tabs
 - i. Quick carb snacks (juice, protein bars, goldfish, etc.)
 - j. A device capable of receiving transmitted Dexcom values
6. If a student has sustained high blood sugar unrelated to eating for an extended amount of time, parents/guardians will be notified, ketones will NOT be checked by unlicensed medical professionals. Parents/guardians are responsible for checking student ketone values.
7. Activity, under this blood sugar condition, will be contraindicated, and students will not be allowed to participate in activities until ketone status is known.
8. Should diabetic students exhibit unsafe behavior related to their diagnosis, coaches, school nurses, and school administrators reserve the right to determine student eligibility in after-school activities. Changes in eligibility will be discussed with the parent/guardian.
9. Unlicensed medical professionals such as coaches, teachers, and school administrators will NOT administer insulin for diabetic students.
10. If insulin administration is necessary for diabetic students who are participating in off-campus/after-school extracurricular activities:

- a. Parents/guardians will be contacted by a coach, staff member, or administrator with the diabetic student present.
- b. Parents can verify the necessary insulin dosage/treatment, and students can administer insulin (if capable).
- c. Coaches, staff, and administrators will observe student techniques and offer (hands-off) guidance when necessary.
- d. If insulin administration is medically necessary for diabetic students and a parent or guardian cannot be reached, 911 will be called.

AUTHORIZATION TO PARTICIPATE AND RECORD

The District offers student clubs and extracurricular activities, events, and programs to the Student, including, but not limited to, curricular and co-curricular programs and clubs, sporting events, athletics, band/orchestra/choir, and transportation and lodging to, from, and associated with these activities (collectively “Clubs and Activities”).

Parental permission is required for the Student to participate in a Club or Activity. By signing this form, you give permission for your child to participate in the Club(s) and Activity(ies) identified by you and:

1. The Student is fully capable of participating in the Club/Activity or Clubs/Activities and agrees to disclose all known limitations to the District, including, but not limited to, medical conditions, physical limitations, and any other limitation known to the Student or the Parents.
2. Understand and acknowledge that the Student may not be skilled in one or all of the Clubs and Activities.
3. Understand and acknowledge that the Student is subject to all eligibility requirements adopted by the District for participation as well as any governing agency, including but not limited to the Montana High School Association;
4. Understand and acknowledge that engaging in any Activity may require a degree of skill and knowledge that the Student may not possess;
5. Understand and acknowledge that the Club or Activity in which the Student seeks to participate may require an audition or try-out to determine if the Student has the required skills/abilities to participate, and that the Student may be “cut” from the Club or Activity through the audition/try-out process;
6. Understand and acknowledge that the District has informed us that certain risks are inherent in some Clubs and Activities and cannot be eliminated without destroying the unique

character of the Club and/or Activity. These risks may include, but are not limited to; the inherent dangers related to sports, and athletic events, hazards of traveling in and to areas without medical services or care, dangers due to the forces of nature (including, but not limited to, avalanches, lightning, fire, inclement weather, exposure, flooding), dehydration, falls, injury caused by malfunction or failure of any equipment, injury or sickness resulting from food, allergies, transportation accidents, and others;

7. Understand and acknowledge that the foregoing description of risks is incomplete, and these risks and other unlisted, unknown, or unanticipated risks may result in injury or death;
8. Understand and acknowledge that engaging in any Activity may require a participant to listen to any instructions, warnings, or risk assessments of the District, to ask for instruction or clarification whenever needed, and to follow instructions; and
9. Understand and acknowledge that the District may remove the Student from Activities for any breach of safety policies or any conduct that the District deems unsafe.

You further acknowledge and consent to the Student being recorded by audio or video means by a school employee/representative/coach/advisor during participation in a Club or Activity for purposes of coaching or instruction.

The Student and Parents hereby consent to the Student participating in the Club(s) and Activity(ies) identified in spite of, and with full knowledge of, risks which may be associated with that Activity.

By signing this Agreement, the Student and Parents acknowledge they have carefully read and understand its contents.

Club(s) and/or Activity(ies) for which permission is given for the Student to participate:

☐ Co-Ed Soccer

☐ Co-Ed Track

☐ Co-Ed Cross Country

☐ Girls Volleyball

☐ Co-Ed Flag Football

☐ Robotics Club

☐ Boys Basketball

☐ Spirit Squad

☐ Drama Club

☐ Girls Basketball

☐ Co-Ed Wrestling

STUDENT NAME

STUDENT SIGNATURE

DATE

NAME OF PARENT OR GUARDIAN

PARENT OR GUARDIAN SIGNATURE

DATE

Please return the form to: The office in your student's building by August 31, 2026.
Signed permission must be provided before a student can participate in a Club or Activity.