NEW TRIER

TREVIANS

ATHLETIC DEPARTMENT HANDBOOK

NEW TRIER
ATHLETICS

Introduction to the New Trier Athletic Handbook

This handbook contains information students and their families need to know about the New Trier Athletic Program. Please review the handbook carefully and keep it throughout your participation as a Trevian Athlete.

When you are a part of an athletic team, you are a representative of New Trier High School at all times. You are expected to demonstrate appropriate behavior on and off the field, court or in and out of the pool.

The staff and administration welcome you to the New Trier Athletic Program. We desire to assist you in any way necessary. Enjoy your participation in New Trier's Athletic Program.

New Trier High School Athletic Philosophy

Interscholastic sports at New Trier High School form part of a diverse co-curricular program. The sound development of the physical capacities complements and enhances the intellectual, emotional, and social development of every student-athlete. These opportunities are vital in the achievement of a comprehensive and holistic education. We encourage student participation in the athletic program and would like to involve as many students as possible in an educationally sound, competitive, interscholastic experience.

New Trier is dedicated to excellence throughout our athletic program. The interscholastic athletic program serves as an extension of the classroom and strives to meet the goals of student-athletes through experiential learning opportunities. All team members, regardless of ability, will be afforded opportunities to develop their work ethic, commitment to a team, and leadership and athletic skills. However, interscholastic athletics are a competitive experience and, therefore, not all student-athletes receive the same participation opportunities throughout the season. Participation of student-athletes in competition is at the discretion of team coaches.

New Trier High School Athletic Philosophy

Interscholastic sports at New Trier High School form part of a diverse co-curricular program. The sound development of the physical capacities complements and enhances the intellectual, emotional, and social development of every student-athlete. These opportunities are vital in the achievement of a comprehensive and holistic education. We encourage student participation in the athletic program and would like to involve as many students as possible in an educationally sound, competitive, interscholastic experience.

Interscholastic athletics are a competitive experience and, therefore, not all student-athletes receive the same participation opportunities throughout the season. Ultimately, participation levels of individuals in these situations are a staff decision. New Trier is dedicated to excellence throughout our athletic program. The interscholastic athletic program serves as an extension of the classroom and strives to meet the goals of student-athletes through experiential learning opportunities. All team members, regardless of ability, will be afforded opportunities to develop their work ethic, commitment to a team, and leadership and athletic skills. Ultimately, playing time is earned.

New Trier Athletic Department Mission Statement

New Trier Athletic Programs provide an experience that fosters an emotional, physical and intellectual foundation for growth and well-being. The New Trier institutional motto, “to commit minds to inquiry, hearts to compassion, and lives to the service of humanity…” is a reminder that these programs are a direct connection to the quality of our students’ educational experiences now and in the future. Becoming a student-athlete means demonstrating compassion, responsibility and dedication to one’s team and teammates, and acting with integrity, honor, and an understanding of their role in the school and community.

The New Trier Athletic Department is committed to providing opportunities that enhance the experiences of student-athletes. Interscholastic and intramural sports promote an awareness of the positive impact of hard work, the value of developing measurable skills, the importance of attention to detail, and the ability to persevere through adversity. Utilizing a strong work ethic and disciplined judgment, a Trevian student-athlete values team accomplishments above personal achievement. Through consistent analysis and reflection, student-athletes come to a better understanding of their sport, teammates, and the spirit of competition.



NEW TRIER
ATHLETICS STAFF

Administration

Augie Fontanetta
Athletic Director

Brad Boresi
Assistant Athletic Director

Stephanie Kuzmanic
Assistant Athletic Director

Support Staff

Scott Wiviott
Athletic Coord of Operations and Events

Erin Romano
Admin Asst - Athletic Director

Jan Douaire
Admin Asst - Athletics Northfield

Jim Davis
Athletic Coord for Strength and Cond

Sports Medicine

Dale Grooms
Head Athletic Trainer

Emily Espinosa
Athletic Trainer

Tim McNair
Athletic Trainer

Danah Ouimette
Athletic Trainer

Equipment Staff

Beth Lopiccolo
Equipment Asst - Athletics

Taisha Finley
Equipment Asst - Athletics

Darlene Franz
Equipment Asst - Athletics

Steve Salinas
Equipment Asst - Athletics

Dave Timko
Equipment Asst - Athletics

Statement of Affiliation

The Illinois High School Association (IHSA) regulates interscholastic athletics and various activities in the State of Illinois. Participants in the New Trier Athletic Program must adhere to any and all policies established by New Trier and the applicable by-laws and policies of the IHSA and Central Suburban League.

School Day Attendance and Participation

Extracurricular activities are an important part of the student experience at New Trier. Students who are absent from school for more than 2 scheduled blocks (four 40-minute periods) or more may not participate in their after-school extracurricular activities that day. Students who exceed this limit will not be permitted to participate in practice, rehearsal, competition, or club activity after school that day. Students and coaches will be notified via email by 2:30 p.m. at Northfield and 3:00 p.m. at Winnetka if they are not permitted to participate that day. Students who exceed chronic absenteeism (more than 10% in any given course) may lose the privilege of participating in extracurriculars. Loss of privileges will be determined by the Graduating Class Team.

Sportsmanship Mission Statement

Good sportsmanship is the attitude and behavior that exemplifies positive support for the interscholastic programs of IHSA member schools, as well as for the individuals who participate in these programs. People involved in any facet of New Trier's interscholastic programs are expected to demonstrate respect for others and display good sportsmanship. Emphasizing and improving the sportsmanship of our students, athletes, parents, and staff is one of our highest priorities. Each coach, student-athlete and parent has a role and responsibility to model and teach good sportsmanship. The IHSA has specific guidelines and by-laws for improving sportsmanship and addressing violations. New Trier expects players, coaches, and spectators to adhere to the IHSA's bylaws with respect to sportsmanship. Accordingly, please review carefully the following information:

Illinois High School Association Sportsmanship By-Law 6.011

Any player ejected from a contest for unsportsmanlike conduct shall be ineligible for the next interscholastic contest at that level of competition, and all other interscholastic contests at any level in the interim, in addition to other penalties the IHSA or the school may assess.

Illinois High School Association Sportsmanship By-Law 6.012

Any coach ejected from a contest for unsportsmanlike conduct shall be ineligible for the next interscholastic contest at that level of competition, and all other interscholastic contests at any level in the interim, in addition to other penalties the IHSA or the school may assess.

Illinois High School Association Sportsmanship By-Law 2.042

IHSA member schools have the responsibility to maintain proper crowd control and enforce principles of good sportsmanship and ethics. Spectators may be asked to leave the premises for failure to comply with these stated guidelines. The IHSA Executive Director shall have the authority to investigate reported incidents of unsportsmanlike conduct.

Behavior Expectations of the Student-Athlete

- Accept and understand the seriousness of your responsibility, and the privilege of representing the school and the community.
- Respect the role of the officials. Treat them with dignity and respect, even if you disagree with their judgment.

Behavior Expectations of the Spectators

- Remember that high school athletics are part of learning experiences for student-athletes and the programs are part of the educational process.
- Show respect for the opposing student-athletes, coaches, spectators and officials. Respect their roles even if you disagree with their judgment.
- Negative comments or the berating of student-athletes, coaches and officials will not be tolerated and will result in removal from the contest.

Expectations of Parents

- Be positive with your student-athlete. If they have questions related to their experience as a member of an interscholastic team, encourage them to ask the coach for a meeting between the two of them.
- Support your student-athlete and encourage them to follow all school, athletic code, and team rules. Student-athletes are role models.
- Demonstrate appropriate behaviors and show respect for the opposing student-athletes, coaches, other spectators and officials when attending athletic events.



Social Media

Student-athletes at New Trier High School are held to high expectations and are seen as role models in our community. Student-athletes have the responsibility to represent their team, family, school, community, and themselves in a positive manner at all times.

Instagram, Facebook, TikTok, X (Twitter), Snapchat and other social media applications are used by the majority of student- athletes at New Trier High School in one form or another. Student-athletes should be aware that third parties, including the media, New Trier staff, future employers, community members, opposing schools, IHSA officials, and NCAA universities and coaches, can easily access your profiles and view all personal information. This includes pictures, videos, comments and posts. Inappropriate and/or offensive material found on a student-athlete's social media page will affect the perception of the student-athlete, our athletic program and New Trier High School, and may also be detrimental to a student-athlete's future. Additionally, depending on the nature of the material such may also constitute a violation of the Athletic Code of Conduct and/or the New Trier Discipline Policy.

Examples of inappropriate and offensive material found on a student-athlete's social media page may include depictions or presentations of the following:

- Photos, videos, comments or posters showing the personal use of alcohol, drugs and tobacco e.g., holding cups, cans, shot glasses etc.
- Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
- Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: hate speech, derogatory comments regarding another school, taunting comments aimed at a student-athlete, coach or team at another school and derogatory comments against race, gender, or other protected class).
- Posts that depict or encourage unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, illegal drug use).
- Students are not allowed to login and/or post directly to New Trier Athletic Department social media applications including their respective program's accounts.

The New Trier Athletic Department expects and supports the need for its coaches and programs to have active social media accounts for their respective programs. Social media should be used as a platform for coaches to promote their respective programs in a positive manner, and all content must be posted by a current New Trier staff member. Students and/or parents are not permitted to post on New Trier Athletic Department social media accounts.

Extracurricular Code of Conduct

Statement of Philosophy

New Trier High School is committed to promoting the ideals of sportsmanship, integrity, and healthy living for all students. Students participating in the extracurricular program have a responsibility to lead through their example. The Extracurricular Code (the "Code") promotes the development of that character and the maintenance of the healthy lifestyle necessary for students to pursue their goals. The Code seeks to foster the health, safety, and welfare of the participants and promotes high standards of conduct, citizenship, and good decision-making.

The Code applies to students who participate in voluntary, school-sponsored activities that are not part of an academic class. New Trier offers an extensive and diverse extracurricular program that includes athletic and non-athletic interscholastic teams and competitions, clubs, performing arts, and leadership positions. The Code is in effect 24 hours a day, seven days a week, 365 days per year. The Code applies to student conduct on and off campus, whether during school hours or not, even when the conduct is not directly connected to New Trier High School.

Administration & Availability of Code

The Code is administered by the Athletic Director, the Athletic Coordinator, the Student Activities Coordinators, and the Performing Arts Coordinator (referred to as "Extracurricular Leaders"), and/or their designees with the support of staff and administrators at New Trier. All students and parents are expected to have read the Code prior to participation in the extracurricular program; the Code is published in the Student Guidebook and on New Trier's website. Participation in the Extracurricular Program constitutes a student's understanding of, and agreement to abide by, the provisions of the Code. An appeal of an Extracurricular Code violation may be made to the principal at the respective campus. Consequences outlined by the Code may be in addition to those students receive for the same disciplinary infraction from an Adviser Chair or administrator.

Participation in the Extracurricular Program is a Privilege

Participation in the extracurricular program is a privilege and not a right. Participants become visible representatives of NTHS, their fellow students, and the community; therefore, they have additional responsibilities to be exemplars and comply with the Code. NTHS has the authority to restrict or revoke a student's privilege to participate in the extracurricular program.



Participant Pledge and Prohibited Conduct

Students agree to abide by the following pledge:
Participation in extracurricular activities is an honor and a privilege. As a visible representative of the school and community, I have the obligation and responsibility to represent myself, my family, my activity, my school, and my community in an exemplary manner. I understand that if I violate the express or implied terms of the Extracurricular Code, or if I engage in any behavior that negatively affects my activity, fellow students, school, or community, I may be subject to disciplinary measures, up to and including immediate revocation of my privilege to participate in the extracurricular program. I understand that the Extracurricular Code may extend to my conduct off school grounds, during non-school hours.

I further understand that conduct prohibited under this Code includes, but is not limited to the following:

- The purchase, possession, delivery, distribution, or use of tobacco or nicotine products including e-cigarettes and vaporizers;
- The purchase, possession, delivery, distribution, or being under the influence of alcohol, a controlled substance, other illegal or prohibited mood-altering and/or performance-enhancing drugs or chemicals, or any substance used to obtain an altered mental state or “high”;
- The purchase, possession, delivery, or distribution of look-alike drugs, drug paraphernalia, and/or alcohol containers;
- Violations of the Academic Integrity Policy;
- Hosting or organizing a gathering or providing a venue where minors and any of the above-referenced prohibited substances are present;
- Assault or Battery;
- Bullying or cyberbullying;
- Hazing or intimidation;
- Harassment and sexual harassment, including but not limited to electronic communications and/or social media;
- Vandalism, theft, property damage;
- Insubordination or gross disobedience;
- Violation of the Acceptable Use Regulations; and
- Unsportsmanlike conduct or behavior unbecoming of a New Trier student, as determined by NTHS.

Hazing

Hazing occurs when an individual knowingly requires a student to perform an act for the purpose of induction or admission to any group associated with the school, if the act is not sanctioned or authorized by the school and the act results in bodily harm.
In addition, the school does not tolerate actions that recklessly or intentionally endangers the mental, physical or academic health or safety of a student. This includes, but is not limited to any situation which:

- Creates a risk of injury to any individual or group.
- Causes discomfort to any individual or group.
- Causes embarrassment to any individual or group.
- Involves harassment of any individual or group.
- Involves degradation of any individual or group.
- Involves humiliation of an individual or group.
- Involves ridicule of an individual or group.
- Involves or includes the willful destruction and/or removal of public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership on any athletic team.

There are many appropriate ways to 'welcome' athletes onto the team. We ask you to continue to speak directly and firmly about this matter with your student-athlete. Hazing and student-athlete conduct violations will simply not be tolerated. All team gatherings, gatherings must operate within school guidelines regarding hazing and related student-athlete conduct expectations. A "team gathering" will be found if the gathering involves team leadership, whether or not coaches are present, and an organized structure. Please contact and consult the athletic administration immediately if you have questions regarding your own and your team's obligations in this area.

Harassment

Harassment includes unwelcome verbal or physical conduct, contact, or communication on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from military service, sex, ancestry, religion, gender, gender identity, gender-related identity or expression, sexual orientation, age, order of protection status, status of being homeless, immigration status, marital or parental status, physical or mental disability, or pregnancy, and that creates an intimidating, hostile or offensive educational environment. Although harassment that creates a hostile environment may take many different forms, some examples include name calling, making derogatory comments or using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of an above-stated characteristic.

Sexual Harassment

Sexual harassment of students is prohibited. A person, including a District employee, agent, or student, engages in sexual harassment whenever he or she makes unwelcome sexual advances, requests sexual favors, and/or engages in other verbal or physical conduct of a sexual or sex-based nature that has the purpose or effect of:

1. Substantially interfering with a student's educational performance;
2. Creating an intimidating, hostile, or offensive educational environment; or
3. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms "intimidating," "hostile," and "offensive" include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment may include, but are not limited to, unwelcome touching, crude jokes or pictures, unwelcome discussions of sexual experiences, teasing related to sexual characteristics, or spreading of rumors related to a person's alleged sexual activities.

Title IX Sexual Harassment

Title IX Sexual Harassment is conduct on the basis of sex that satisfies one or more of the following:

1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or
3. Sexual assault, dating violence, domestic violence, or stalking (as defined in the 34 C.F.R. §106.30).

For all reports or complaints alleging Title IX Sexual harassment, the Title IX Sexual Harassment Grievance Process will be used to process the report or complaint. Processing the report or complaint under the Title IX Sexual Harassment Grievance Process does not preclude processing some or all allegations of a report or complaint under other policies and procedures, to the extent allowed by Title IX and other laws.

Bullying

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, and/or any other distinguishing characteristic is prohibited during school-sponsored programs or activities; on school property, school buses, or at school-sponsored or school-sanctioned events or activities; through a school computer, computer network, or electronic equipment; or off campus, non-school related conduct if the bullying causes a substantial disruption to the educational process or orderly school operation. Bullying may include but is not limited to: Harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.

Cyberbullying

Under State law, the definition of bullying includes "cyber-bullying." Generally, cyberbullying includes any bullying conducted online, whether through social media (Facebook, Instagram, Twitter, YikYak, etc.), electronic mail, or other electronic communications. State law defines cyberbullying to mean bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo optical system, including without limitation electronic mail, internet communications, instant messages, or facsimile communications. Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any effects enumerated in the definition of bullying in this policy. Cyberbullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of bullying in this policy.

Teen Dating Violence

Teen dating violence is defined as 1) a pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age, or 2) behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where both persons are 13 to 19 years of age. Teen dating violence that occurs at school, on school grounds, at school-sponsored activities, or in vehicles used for school-sponsored transportation is prohibited and must be reported and investigated as outlined below.

Reports of Violations and Determination of Consequences

Reports of possible Code violations may come from school faculty and staff members, a confession of the offender, other students, parents, and other outside sources including photographs, social networking websites, and electronic applications. Students are encouraged to report claims or incidences of violations of the Code to any adviser, teacher, staff member, Adviser Chair, Assistant Principal, or Principal. A student may choose to report to a person of the student's same gender. Complaints will be kept confidential to the extent possible, given the need to investigate or where disclosure is otherwise required by law. Students who make good-faith complaints will not be disciplined. There are no express time limits for initiating complaints under Board policy; however, every effort should be made to bring complaints to the attention of appropriate authorities as soon as possible while memories are fresh and witnesses continue to be available.

Attending parties or gatherings where illegal substances or tobacco products may be present is strongly discouraged. The District's concern for the health and overall welfare of its students is at issue along with the potential for problems that may face the District's students in such situations. The District encourages its students to make responsible choices. However, the mere presence at such parties and gatherings will not result in a violation of the Code.

Violations during the School Day or at School Events

When reports are received of a possible Code violation during the school day or at a school event, the extracurricular leader will meet with the appropriate Adviser Chair to gather information about the incident. The student will then meet with the extracurricular leader to discuss the incident. The extracurricular leader will then determine if there has been a violation of the Code and the appropriate consequence. The extracurricular leader will contact that student's parent or guardian to review the incident and possible consequences. The parent or guardian will also receive a written copy of the violation notice.

Violations outside of the School Day

When reports are received of a possible Code violation occurring outside of the school day and not at a school event, the extracurricular leader will interview the student to determine if a violation has occurred. If necessary, the extracurricular leader may interview additional students or staff members to gather information related to the possible Code violation. The extracurricular leader will then determine if a Code violation has occurred and the appropriate consequence. The extracurricular leader will contact the parent or guardian to review the violation and possible consequence. The parent or guardian will also receive a written copy of the violation notice.

Voluntary Admission by Student

Voluntary admission of a Code violation by a student must occur prior to any school personnel or police being aware of the incident and the student's involvement. Students who wish to offer a voluntary admission should contact a coach, sponsor, director, or the appropriate extracurricular leader. Voluntary admission of a first offense Code violation related to alcohol and/or drugs will not result in loss of extracurricular participation, and consequences will be held in abeyance, provided the student cooperates with the recommended plan. Students will only be excused from penalty for voluntary admissions on one occasion. Offenses for which a student has been arrested or cited by law enforcement officials are not eligible for excusal, even on a first offense. A student will be referred to the SAP program coordinator for consultation if the violation involves the use of alcohol or drugs.

Appeal Process

Students who wish to appeal a Code violation determination should contact the principal at the appropriate campus. The principal will meet with the student and their parent or guardian to discuss the violation. During the appeal process, the principal will consider if the decision was reached in accordance with school rules, if the decision was consistent with precedent for similar violations, and if there is any extenuating circumstance that might alter the determination of a violation and/or the severity of the consequence.

Consequences

Students may be disciplined, up to and including removal from extracurricular activities, for violations of the Code, including for acts that occur off-campus and/or outside school hours if they cause a substantial disruption or reasonably could cause a substantial disruption to the school environment or activity. Facts, circumstances, and disciplinary measures are analyzed on a case-by-case basis. The Code provides a minimum standard of conduct and guidance when addressing certain behaviors. It does not and cannot enumerate each and every situation or conduct for which discipline may be imposed. The consequences listed below will be applied to most violations. However, in cases of severe violations of the Code, consequences in excess of those listed below, up to and including removal from the activity, may be applied.

- Code violations may also result in loss of privileges in celebratory functions, recognition dinners, scholarships, and/or awards.
- A student in violation of the Code will face consequences for all extracurricular activities in which they are involved.
- Consequences may apply to the following season of participation.

Any person making a knowingly false accusation regarding prohibited conduct will be subject to suspension and expulsion or removal from extracurricular activities.

Complaint Procedures for Harassment, Sexual Harassment, Bullying, Cyber-bullying, Teen Dating Violence, or Hazing

For all reports or complaints alleging Title IX Sexual harassment, the Title IX Sexual Harassment Grievance Process will be used to process the report or complaint. Processing the report or complaint under the Title IX Sexual Harassment Grievance Process does not preclude processing some or all allegations of a report or complaint under other policies and procedures, to the extent allowed by Title IX and other laws.

In the complaint procedures below, if the subject of the complaint is an adviser chair or assistant principal, the principal will appoint a designee to conduct the investigation or appeal.

1. Student complaints of harassment, sexual harassment, bullying, cyber-bullying, teen dating violence, or hazing may be brought to any teacher or administrator. The teacher or administrator must report the complaint to an adviser chair and may serve as an ongoing point of contact for the student throughout the complaint process. Complaints of harassment, sexual harassment, bullying, cyber-bullying, teen dating violence, or hazing may also be made anonymously through the Trevian Tip Line.
2. The adviser chair will secure interim measures, including separation of the students and support or counseling services, as warranted. The adviser chair will meet with the complainant concerning the details of the complaint, the safeguards of due process, and the possible interventions to protect the complainant from the complained of conduct. The adviser chair will provide the complainant an opportunity to submit a written description of the complaint and the remedy desired.
3. The adviser chair or designee will be responsible for investigating the incident, including interviewing the complainant, the respondent, and other witnesses. The adviser chair will keep written notes of the investigation, including the dates, times, and locations of the alleged incident(s), descriptions of the incident(s), and the names of witnesses. The adviser chair will also prepare a written summary of findings. If the alleged perpetrator is a District employee, the adviser chair will notify the Director of Human Resources, and appropriate steps will be taken to protect the employee's contractual and legal rights during the investigation. The adviser chair will also involve other appropriate school support personnel and other staff persons with knowledge, experience, and training as appropriate in the investigation process.Consistent with federal and State laws and rules governing student privacy rights, the adviser chair will promptly inform the parents or guardians of the students involved in the alleged incident, including the complainant, the respondent, and any student witnesses to the bullying, of the availability of social work services, counseling, school psychological services, other interventions, and restorative measures as appropriate. The adviser chair will also inform the parents or guardians of the complainant and respondent of the opportunity to meet with the adviser chair to discuss the investigation.
4. After completing the investigation, the adviser chair will resolve the complaint either by finding the complaint is unsubstantiated, or by finding that the respondent violated this policy by engaging in harassment, sexual harassment, bullying, cyber-bullying, teen dating violence, or hazing.
5. The adviser chair will make all reasonable efforts to complete the investigation and inform the complainant, respondent, and the complainant's and respondent's parents or guardians, of the disposition of the case within 10 school days of the receipt of the complaint.
6. The complainant and respondent may submit a written appeal of the adviser chair's decision to the Assistant Principal within 10 school days of the response by the adviser chair.
7. The Assistant Principal will maintain the investigation file regarding the alleged incident separate from other harassment, sexual harassment, bullying, cyber-bullying teen dating violence, or hazing cases.

8. If a student respondent is found to have engaged in harassment, sexual harassment, bullying, cyber-bullying, teen dating violence, or hazing, materials relating to the event shall be kept on file in the office of the Assistant Principal. The records retained in the file shall include a copy of the formal written complaint, notes by the adviser chair of the investigation, and a statement describing actions taken by the adviser chair. If the respondent is an employee, the Director of Human Resources will maintain such materials in the employee's personnel file.
9. If the complainant or respondent files an appeal, the Assistant Principal or a designee will review the findings of the adviser chair and provide an opportunity for the parties to submit additional information.

The Assistant Principal will make all reasonable efforts to provide a written response to the complainant and respondent within 15 school days following the appeal. The response of the Assistant Principal will be final except in those circumstances when the Superintendent intervenes and takes the final action.

If the respondent is a student and a determination of harassment, sexual harassment, bullying, cyber-bullying, teen dating violence, or hazing is made, the adviser chair will then determine the appropriate intervention, including but not limited to disciplinary action and other restorative measures. Acts of harassment, sexual harassment, bullying, cyber-bullying, teen dating violence, or hazing of a serious nature may warrant consideration for expulsion and a police referral. Consistent with federal and State laws, the adviser chair will promptly inform the respondent's parents of the determination of harassment, sexual harassment, bullying, cyber-bullying, teen dating violence, or hazing and the interventions that have been instituted. In determining a response to these offenses, the adviser chair will take appropriate action to ensure that the improper behavior ceases and that the victim is protected.

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy may be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person who harasses, bullies, threatens, or otherwise retaliates against a student based on that student's report of an incident of bullying will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

Club Officers, Leadership Positions, and Athletic Team Captains

- Leadership positions include any team captain positions; any elected, selected or appointed position in Student Activities; and any appointed leadership position in Performing Arts.
- Leadership positions are defined as beginning during the election or selection process and ending at the conclusion of the season or school year, whichever comes first.
- Any leadership position may be lost for the length of that season or school year.

Athletics and Competitive Activities

- **First Offense**: In most cases, suspension for up to 25% of the season and removal from leadership position, if applicable. However, in cases of severe violations of the Code, students may be suspended in excess of 25% and/or removed from the team. If fewer days remain in the season than are issued as a consequence, students will serve the remaining days of the suspension in the next season of participation. Students must complete an entire season of participation to satisfy the completion of the suspension. During suspension, students may try out for teams and participate in practices but may not participate in competitions.
- **Second Offense:** In most cases, suspension for up to 50% of the season and removal from leadership position, if applicable. In cases of severe violations of the Code, students may be suspended in excess of 50% and/or removed from the team. If fewer days remain in the season than are issued as a consequence, students will serve the remaining days of the suspension in the next season of participation. Students must complete an entire season of participation to satisfy the completion of the suspension. During suspension, students may try out for teams and participate in practices but may not participate in competitions.
- **Third Offense:** Loss of privilege of participation in all athletics for the remainder of high school career.

Performing Arts

- **First Offense:** In most cases, removal from leadership position and suspension from participation in the activity for up to 25% of the seasonal activity. In cases of severe violations of the Code, students may be suspended in excess of 25% and/or removed from the production or performance opportunity. A student's participation during the suspension will be determined by the Performing Arts Coordinator in accordance with the specifics of the performance opportunity. Suspension from participation does not carry over into the next performance activity or production season.
- **Second Offense:** In most cases, removal from leadership position and suspension for up to 50% of the seasonal activity. In cases of severe violations of the Code, students may be suspended in excess of 50% and/or removed from the production or performance opportunity. A student's participation during the suspension will be determined by the Performing Arts Coordinator in accordance with the specifics of the performance opportunity. Suspension from participation does not carry over into the next performance activity or production season.
- **Third Offense:** Loss of privilege of participation in all performing arts activities for the remainder of high school career.

Class Period and Other Activity Heads

- **First Offense:** In most cases, removal from titled position to board/staff status and suspension from club or organization for up to 25% of the school year or up to 25% of seasonal activities. In cases of severe violations of the Code, students may be suspended in excess of 25% and/or removed from the club. During suspension, students may not attend club meetings or competitions.
- **Second Offense:** In most cases, a second violation in the same year will result in removal from leadership board or staff status for up to 50% of the school year. A second violation in subsequent years may result in removal from a titled position to board/staff status and suspension from the club or organization for up to 50% of the school year or up to 50% of seasonal activities. During the suspension, students may not attend club meetings or competitions.
- **Third Offense:** Loss of privilege of leadership participation in the Student Activities Program for the remainder of high school career.

Class Period Members and Club Members

- **First Offense:** In most cases, suspension from the club or organization for up to 25% of the school year or up to 25% of seasonal activities. In cases of severe violations of the Code, students may be suspended in excess of 25% and/or removed from the club. During suspension, students may not attend club meetings or competitions.
- **Second Offense:** In most cases, removal from the club or organization for up to 50% of the school year or up to 50% of seasonal activities. In cases of severe violations of the Code, students may be suspended in excess of 50% and/or removed from the club. During suspension, students may not attend club meetings or competitions.
- **Third Offense:** Loss of privilege of leadership participation in the Student Activities Program for the remainder of high school career.

Other Leadership Positions

Including but not limited to: SALT, ALPS, Senior Helpers and Bridge Builders

- **First Offense:** In most cases, removal from leadership position.

Guidelines for Out of School Suspensions and Consequences

In addition to the consequences imposed by the Athletic Director, the Athletic Coordinator, or the Coordinators of Student Activities and Performing Arts, students suspended from school are not permitted to participate in practices, rehearsals, meetings, contests, or performances during the period of the out of school suspension. Students may not participate in a practice, rehearsal, contest, or performance if it conflicts with an assigned school penalty (e.g., detention, Saturday School, etc.).

Options related to Consequences for Drug/Alcohol Violations

A student who violates the Extracurricular Code regarding drug/alcohol use will be suspended from extracurricular participation and will be removed from leadership positions, except as otherwise outlined herein. Students in violation of the drug/alcohol policy are required to meet with the Student Assistance Program Coordinator within 10 days of the suspension before returning to the activity.

Students with a first violation of the drug/alcohol policy will be offered the option to reduce the length of suspension by participating in a recognized evidence-based substance abuse awareness program. These programs are designed to provide education to the student and parents, to encourage the student to evaluate the consequences of drug and alcohol abuse on their behavior, and to provide support and referral services to students and their families. Families will receive information on approved substance abuse awareness programs from the Student Assistant Program Coordinator.

If a student who violates the substance abuse policy chooses to enroll in an approved substance abuse awareness program, the student's parent/guardian must notify the Student Assistance Coordinator of the decision to enroll within 10 days of the suspension. Upon commencement in an approved program, the remaining days of suspension are reduced. Participation in the program is voluntary, and any costs associated with the program are the family's responsibility.

Additional violations of the Extracurricular Code regarding drug/alcohol violations will result in the consequences outlined in the Consequences section of the Code. Students returning from a long-term suspension from an extracurricular activity must meet with the Student Assistance Program Coordinator before returning to their activity.

Physical Examinations for Athletes

Students registering for athletic participation must have a current physical examination on file in the Health Services Office.
Preferred Form: The State of Illinois Certificate of Child Health Exam form can be downloaded here.
To ensure clearance for participation:

- Completed Physicals must be submitted to the Health Services Office no later than 5 school days prior to the first day of practice/tryouts.
- Physicals are valid for 395 days from the date of the last exam.
- Please allow 3 school days from receipt for review and approval.

Physicals can be submitted in the following ways:

- Upload your student's physical to PowerSchool. This is the preferred way to submit your physical. Instructions for Uploading a Physical
- Physicals may be emailed to healthservices@nths.net (for Sophomores, Juniors and Seniors) or northfieldhealth@nths.net (Incoming Freshman only)

If your student's physical expires during a season, you will be required to upload an updated physical exam via PowerSchool.

- Upload your student's updated physical to PowerSchool. Instructions for Uploading a Physical
- Physicals may be emailed to healthservices@nths.net (for Sophomores, Juniors and Seniors) or northfieldhealth@nths.net (Incoming Freshman only)

Athletic Registration

Students must be registered online prior to the start of tryouts/practice. The Online Registration System can be found at the New Trier athletic website under Athletic Registration.

Academic Eligibility

Scholastic Standing – IHSA By-law 3.020:

In-season student-athletes must be passing a minimum of 2.5 credit hours per week.
Physical Education can be used as a 0.50 credit class to meet the 2.5 credit hour requirement.
All students, unless they are entering high school for the first time, must pass the 25 (2.5) credit hours of high school work for the previous semester. Such work shall have been completed in the semester for which credit is granted or in a recognized summer school program which has been approved by the Board of Education and for which graduation credit is received.

Transportation Policy

New Trier provides transportation to and from all athletic contests. All student-athletes are required to use school transportation. Student-athletes may not participate in an away contest if they drive themselves to the event. In extenuating circumstances, parents may drive their own children to or from a contest. However, prior written notice and Athletic Department approval must be provided in advance.

Equipment

Student-athletes are responsible for each item of equipment issued to her/him. Lost or stolen equipment must be paid for at the one item replacement cost plus twenty-five percent. Student-athletes will not be allowed to receive awards, or participate in a subsequent sport until the equipment record has been cleared and fees paid.

Pets

Pets are not allowed on the premises of any New Trier Township outdoor or indoor facilities, with the exception of Service animals.

Tobacco Products

New Trier facilities and grounds are a tobacco free environment. The use of any tobacco product, including e-cigarettes and vaping devices are prohibited.

Booster Club

The New Trier Booster Club supports and encourages the athletic and intramural activities of New Trier students. It also provides moral and financial support to encourage participation in intramural and athletic activities for the benefit of all students. The Booster Club has been responsible for facilitating the purchase of a vast array of valuable athletic equipment for all programs. Numerous opportunities exist to participate in the New Trier Booster Club. We encourage all parents to be a part of this organization. For additional information please feel free to visit the Booster Club website.



Building Student Advocacy - Communication Protocol

Introduction

New Trier is fortunate to have a supportive and caring school community. We recognize that educating students is a process that involves partnership between students, parents/guardians, administration, faculty, staff, coaches, and sponsors. The New Trier community believes all members of the partnership have a fundamental understanding and commitment to the following principles of communication:

Our Purpose

The purpose of communication is to support our students through open and honest dialogue. All communication will be conducted with civility, professionalism, and respect. When issues arise, individuals will seek to understand each other's perspectives to reach reasonable solutions while maintaining positive relationships.

Our Philosophy

New Trier values the development of resilient healthy individuals as outlined in The Characteristics of a New Trier Graduate: "New Trier graduates learn to take ownership over their physical and mental wellness. As they work to develop a healthy sense of self, they adapt to challenges and changes with resilience, flexibility, and perseverance. They demonstrate responsibility for themselves and care for others." Therefore, communication and problem-solving efforts with all staff should be initiated by students. While there are times when it's appropriate for parents and staff to strategize about how to best engage the student in the problem-solving process, students are encouraged to seek guidance from trusted adults to help them advocate for themselves. To adapt to challenges, students may need to tolerate discomfort and accept that some issues may not be resolved immediately or at the level they are seeking.

Our Protocol

New Trier High School believes issues should be addressed at the simplest and most direct level. We encourage students to try to resolve situations independently whenever suitable. Due to the unique nature of the Adviser Program, students and/or parents/guardians are encouraged to keep their Adviser informed and seek their guidance in finding solutions and navigating the correct procedures for communication.

For example, if a student has a concern about their performance in a class or extracurricular activity, their adviser can provide counsel on best approaches to work with the teacher/coach or sponsor regarding the concern. In the event that the issue cannot be resolved with the teacher/coach or sponsor and warrants the need for additional communication, a student and/or adviser may guide the student to the next appropriate person, ie., the Department Chair/Activities, Athletic, Performing Arts Director, etc. When appropriate, a parent/guardian may be involved. In all communication, students are expected to be a part of the conversation. All parties involved will maintain reasonable expectations for the frequency and response time of the communication.

Sports Medicine

New Trier High School is fortunate to be able to provide the highest standard of care for our student-athletes. The New Trier Sports Medicine staff works in conjunction with our coaches, area physicians, physical therapists and other allied health professionals to meet the needs of each individual student-athlete.

If a student-athlete is injured, they should report the injury to a certified Athletic Trainers and their coach. If the injury occurred at an away event, the injury should be reported to the host school's athletic training staff and they will notify the New Trier Sports Medicine staff. Additionally, the level coach should email, text, or call the New Trier Sports Medicine staff to notify them of the injury.

Athletic rehabilitation sessions are available to all student-athletes during lunch periods on school days (except Tuesday and Thursday @ the Northfield campus). Our athletic training rooms are equipped with modalities and rehabilitation tools necessary to provide the best care for our student-athletes. Coaches will be sent injury reports and status of recovery for their student-athletes who receive treatments during their designated lunch periods. Athletic Trainers are available for all New Trier student-athletes regardless of the season. However, priority will be given to in-season athletes.

If a student-athlete is given care by a physician, they must provide a note with a diagnosis stating any restrictions related to their participation and/or return to play. Additionally, the student-athlete and/or family must submit the physician note to an athletic trainer before returning to play.

To return to play following an injury, the New Trier Sports Medicine staff will work with the athlete and coach to determine if the student-athlete is cleared to return. Parents/guardians and medical personnel (if applicable) may also be consulted. Athletes competing for New Trier should only receive treatment and/or care from certified athletic trainers, which may include staff at opposing schools. Additionally, IHSA and/or NFHS rules and procedures may be in effect for return to play

For more information regarding New Trier Sports Medicine, please see the Sports Medicine Handbook.

Sports Medicine Club

The New Trier sports medicine club members are made up of New Trier High School students and may be present during games and/or practices. These students are instructed in basic first aid and taping proficiencies. The students act solely under the supervision of a certified athletic trainer and may only perform duties they have shown to be proficient at, as determined by the certified athletic trainer. Sports medicine club students are not permitted to evaluate or make return to play decisions for athletes.

A Parent's Guide to Concussions

Procedures for responding to student head injuries are governed by New Trier High School District 203 Board Policy 7:305: Student Athlete Concussions & Head Injuries.

What is a concussion?

A concussion is a brain injury which results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. An athlete does not have to lose consciousness ("knocked out") to suffer a concussion.

Signs Observed by Parents, Friends, Teachers or Coaches	Symptoms Reported by Athlete
• Appears dazed or stunned • Is confused about what to do • Forgets plays • Is unsure of game, score, or opponent • Moves clumsily • Answers questions slowly • Loses consciousness • Shows behavior or personality changes • Cannot recall events prior to hit • Cannot recall events after hit	• Headache • Nausea • Balance problems or dizziness • Double or fuzzy vision • Sensitivity to light or noise • Feeling sluggish • Feeling foggy or groggy • Shows behavior or personality changes • Concentration or memory problems • Confusion

What should I do if I think my child has a concussion?

If an athlete is suspected of having a concussion, whether or not the concussion took place while the student was participating in an interscholastic athletic activity, he or she must be immediately removed from play, be it a game or practice. Continuing to participate in physical activity after a concussion can lead to worsening concussion symptoms, increased risk for further injury, and even death. Parents and coaches are not expected to be able to "diagnose" a concussion, as that is the job of a medical professional. However, you must be aware of the signs and symptoms of a concussion and if you are suspicious, then your child must stop playing.

What is the best treatment to help my child recover more quickly from a concussion?

There are no medications that can speed the recovery from a concussion. Exposure to loud noises, bright lights, computers, video games, television and phones (including text messaging) all may worsen the symptoms of a concussion. You should remove stimuli that aggravate symptoms, to allow your child to recover as soon as possible following a concussion. As the symptoms lessen, you can allow increased use of computers, phone, video games, etc., but the access must be lessened if symptoms worsen.

Return-to-Learn Protocol

A student suspected under this Policy of having sustained a concussion, whether or not the concussion took place while the student-athlete was participating in an interscholastic athletic activity, will be assessed by the concussion oversight team under New Trier's return-to-learn protocol to determine if there are informal or formal accommodations, modifications of curriculum, or monitoring by medical or academic staff necessary in the student-athlete's educational courses before the student-athlete is fully recovered. If available, the Concussion Oversight Team shall consider any proposed accommodations, modifications, monitoring suggested by or other information provided by the student-athlete, the student-athlete's parent or legal guardian, or a physician or certified athletic trainer who has evaluated the student-athlete.

A student-athlete suspected under this Policy of having sustained a concussion, whether or not the concussion took place while the student-athlete was participating in an interscholastic athletic activity, may not return to educational activities without informal or formal accommodations, modifications of curriculum, or monitoring by medical or academic staff deemed necessary by the concussion oversight team until the student-athlete has completed New Trier's return-to-learn protocol and New Trier has received a treating physician's or certified athletic trainer's written statement indicating that, in his or her professional judgment, it is safe for the student-athlete to return to learn without such accommodations, modifications, or monitoring. A coach of an interscholastic athletics team may not authorize that a student-athlete participate until the student-athlete has completed the return-to-learn protocol.

Return-to-Play Protocol

A student-athlete removed from interscholastic athletics, intramural athletics, or physical education activity under this Policy shall not be permitted to return to such athletics or activity until:

1. The student-athlete has been evaluated, using established medical protocols based on peer-reviewed scientific evidence consistent with Centers for Disease Control and Prevention guidelines, by a treating physician (chosen by the student-athlete or the student-athlete's parent or guardian or another person with legal authority to make medical decisions for the student-athlete) or a certified athletic trainer working under the supervision of a physician;
2. The student-athlete has successfully completed each requirement of the return-to-play protocol established by the concussion oversight team;
3. The student-athlete has successfully completed each requirement of the return-to-learn protocol established by the concussion oversight team;

4. The treating physician or certified athletic trainer working under the supervision of a physician has provided a written statement indicating that, in the physician's professional judgment, it is safe for the student-athlete to return to play and return to learn; and
5. The student-athlete and the student-athlete's parent or guardian or another person with legal authority to make medical decisions for the student:

    a. Have acknowledged that the student-athlete has completed the requirements of the return-to-play and return-to-learn protocols necessary for the student to return to play and to learn;
    b. Have provided the treating physician's or certified athletic trainer's written statement indicating that, in the physician's professional judgment, it is safe for the student-athlete to return to play and return to learn to the person responsible for implementing and complying with the return-to-play and return-to-learn protocols adopted by the concussion oversight team; and
    c. Have signed a consent form indicating that:

        i. They have been informed concerning and consent to the student-athlete participating in returning to play in accordance with the return-to-play and return-to-learn protocols;
        ii. They understand the risks associated with returning to play and returning to learn and will comply with any ongoing requirements in the return-to-play and return-to-learn protocols; and
        iii. They consent to the disclosure to appropriate persons, consistent with the Federal Health Insurance Portability and Accountability Act of 1996, of the treating physician's or certified athletic trainer's written statement indicating that, in the physician's professional judgment, it is safe for the student-athlete to return to play and return to learn to the person appointed responsible for implementing and complying with the return-to-play and return-to-learn protocols adopted by the High School's concussion oversight team and, if any, the return-to-play and return-to-learn recommendations of the treating physician or the certified athletic trainer, as the case may be.

Severe Weather Guidelines

Severe weather includes but is not limited to: heavy rain, blizzard conditions, hail, extreme cold, extreme heat, tornadoes and lightning. The New Trier Athletic Department will determine if a contest and/or practice will be delayed or canceled due to weather working in conjunction with the Athletic Training staff and game officials when applicable. If an outdoor contest or practice is in progress and the New Trier High School Thor Guard system sounds, all athletes, spectators and coaches must vacate the venue and move indoors.

Guidelines and Recommendations for Hydration & Practicing During Periods of Heat Stress

Drink a minimum of 20 ounces of water or an electrolyte drink 2-3 hours before activity. A minimum of 12 ounces is recommended 10-20 minutes just prior to activity.
Drink a minimum of 12 ounces every 10-15 minutes during exercise.
Drink at least 20 ounces of electrolyte drink and/or water per pound of weight loss following activity.
Self-monitor body weight following practices.

Further information concerning Sports Medicine can be found on the Sports Medicine Web page at https://www.newtrier.k12.il.us/Page/2039

Varsity Team Captains/Leadership Opportunities

Student-athletes selected for a leadership position must reflect both the New Trier HS Motto and the New Trier Athletic Department Mission Statement. Learning to be a team leader and working with a team is central to the mission of the New Trier athletic program. Varsity team captains/leaders are expected to model leadership, sportsmanship, and good citizenship to their teammates, opponents, and the school community.

Timeline for Selection

Team Captains/Leaders will be announced/named at the beginning of their sport season. All student-athletes on the varsity team are eligible for selection regardless of their grade level. No lower level team captains are selected within a program.

Selection Process

It is the responsibility of each head coach to notify and inform their respective programs of the team captain/leader selection process, including the timeline, criteria and qualities each candidate must possess.
Team captains/leaders may be selected by their coaches, teammates, or a combination of to fulfill the role of team captain/leader. Methods for selection may include voting by teammates, voting by coaches, assigned by coaches, and/or student athletes of the team may submit an application stating their interest.

Although team captains/leaders may not be named or selected at the conclusion of a season, coaches may elect to gather feedback, votes, nominations, and other information related to individuals who are being considered for the role of captain/leader for their program the following season. This may include a vote or written feedback.

Qualities demonstrated for consideration

To be considered for a leadership position, all candidates must model and demonstrate the Athletic Department Initiative: Be Brave, Be Kind, Be Proud, as well as the following qualities:

- Inclusive
- Team-centered focus
- Supportive to all players and respected by teammates
- Lead by example (extracurricular code of conduct)
- Exudes energy for program, sport and teammates
- Positive attitude
- Self-motivated
- Resilient
- Approachable
- Strong time management skills
- Humble
- Reliable
- Honest and trustworthy
- Attends school and program/team events

Expectations/Duties of a Team Captain/Leader Once Selected

Once selected, team captains/leaders are expected to fulfill the following:

- Promote the team/program vision and core values
- Work with varsity coaches to implement Be Brave, Be Kind, Be Proud initiative across all levels of the program
- Attend Athletic Department meetings for team captains/leaders during the pre-season and season
- Be accountable to coaches and teammates
- Be in touch with how their teammates are doing and looking for ways to bring the team closer together, and combat things that pull people apart
- Contribute to the program in positive ways throughout the year Engage in periodic conversations with their head coach to provide insight about where the team, as well as individual teammates are, physically, mentally, socially, and emotionally.
- Adhere to the New Trier Extracurricular Code of Conduct
- Lead by example as a role model on and off the field
- Assist with team logistics when applicable

Team Captain/Leader Meetings

Selected team captains/leaders within each program will be required to meet with the Athletic Department at various times throughout the year including during the pre-season and season. These meetings will be scheduled by the Athletic Department.

Attendance Expectations for a Team Captain/Leader

Student leadership positions are regarded as a privilege. In order to be eligible for leadership within an extracurricular or co-curricular activity, student attendance rate must be above 90%. Leadership opportunities include but are not limited to the following: captain of an athletic team, SALT, KW Leaders, ALPS, Bridge Builders, Senior Helper, Co-Head of clubs, etc. Leader attendance will be monitored throughout the school year. Leaders who fall below 90% will engage in a process of determining appropriate support and interventions with the Graduating Class Team in collaboration with the extracurricular leaders.

Athletic Department Awards

New Trier Athletic Awards (Freshman numerals, Sophomore, Junior Varsity, and Varsity letters) are presented annually following completion of the initial season or level in which a student-athlete earns the award. In subsequent seasons, the student-athlete will be awarded a pin (for a second or third Varsity sport) or a bar (for the same Varsity sport in the case of multiple year award-winners). Duplicate awards are not issued.

Freshman Level Awards

Numerals are awarded on only one occasion, in the ninth year, to a freshman successfully completing an interscholastic season.
If a freshman earns an award other than at the freshman level, he or she would receive numerals and the designated award for that level.

Sophomore/JV Level Awards

Sophomore and JV level – any student-athlete who earns an award for competition on a sophomore or JV team receives a sophomore or JV letter.

Varsity Level Awards

Letter and Pin – A Varsity letter may be awarded once. Student-athletes who earn a varsity letter in a subsequent season and sport will be awarded the pin designated for that sport.
Bar – student-athlete earning a varsity award in the Same sport for two, three or four years.
Star – student-athlete earning a varsity award for 4 years or serving as a captain. The Star Award is reserved for the above two circumstances only.

Senior Award

Picture folder and certificate given to Seniors only who have earned a Varsity award previously in that sport. It is not a first year varsity award and is given in addition to the bar or star.

All-Conference Certificates

Central Suburban League All-Conference Awards and certificates will be awarded through the coaching staff.

Scholar Athlete Award

This is an award given by the Central Suburban League Athletic Conference. It recognizes individuals who have been successful in academics as well as athletics. The individual must be a senior and varsity letter winner, have competed in at least two sport seasons of interscholastic competition and have an unweighted grade point average of 3.0 or higher after the 6th semester.

General Requirements for Awards

In order to be eligible for any award, an athlete must:

- Complete the season and be in regular attendance at all contests and practice sessions. (participation missed because of an injury or illness will not be counted against an athlete.)
- Adhere to the guidelines of the Athletic Code of Conduct and team rules.
- Any in season or out of season code violation may result in the loss of privilege to attend the end of the season sports banquet and receipt of any individual awards.
- Maintain good faith towards the coaches and fellow players and be a positive team member.

Coaches are to establish criteria (i.e., number of varsity contests played in) for earning varsity awards and to communicate those criteria to athletes and parents.

Procedure for Proposing a New Interscholastic Sport

Any interested New Trier student and/or staff member may submit a new sport proposal to the Athletic Director. Proposals must include contact information, status/position, a description of the sport, proposed level (JV, varsity), and a rationale for adding the new sport. Additionally, each request must take into account the following:

Facilities

Facilities are an essential concern when considering the addition of a new sport. For multiple reasons, schools should have appropriate facilities to conduct the sport on campus.

- Will the sport create facility conflicts with other sports? The number of teams or activities that currently share or utilize a particular facility is essential in adding a new sport.
- Will the program have adequate practice time? Adequate practice time is a significant safety concern, especially for certain sports where proper technique is essential to the safety of participants.

Off-campus activities/sports: The inability to conduct the sport on campus impacts student safety, participation, and expenses, especially if facilities must be rented. Concerns addressing the use of off-site facilities include:

- Transportation – Will students and parents have to drive considerable distances, on a steady basis to attend practices? Commuting to and from practices potentially impacts students' safety, homework, and evening regimens.
- Athletic Training services/Emergency response – Are there abundantly qualified adults available to assist in the event of an injury and/or emergency? Generally, numerous qualified adults are available to assist in emergencies when teams practice on-campus, including coaches of other teams, athletic/assistant athletic directors, and athletic trainers.

Supervision

New Trier athletic events are supervised by the athletic department. Supervision issues and concerns prevail when virtually all practices and events are conducted through the school. The concern extends to crowd supervision at contests.

Equity

Will the sport be accessible for all students in the designated group/target audience of the proposed sport?

Title IX

Does the activity accommodate the interests and provide equal opportunities for both genders? The United States Office of Civil Rights requires public schools and school systems to provide equal opportunities for males and females. Thus, a new sport must accommodate the interests of both genders. Unless a particular sport were truly coed, with equal appeal and participation for both genders, adding one sport may require adding a male or female counterpart – thus, two sports.

Expense
The expenses associated with a new activity must be carefully considered, including the expenses to the district and the expenses incurred by students to participate. When considering the expense, the proposal must be based on total funding for the sport or activity, not partial. The school district will not partially fund an activity. The financial estimate should be detailed and address two components – personal costs for students and the district.

Safety
Are there safety risks or concerns associated with the activity that goes beyond many or most other high school sports? Participant safety is a significant concern when considering the addition of a new sport or activity. Some sports include inherent risks that others do not. In addition to safety issues directly associated with the sport, other safety concerns merit consideration, including whether the activity may be conducted on campus, where multiple personnel could assist in the event of a significant injury.

Student Participation and Attendance
Will the sport spark student spectator interest and attendance? An important rationale for interscholastic athletics is to promote school spirit, including student participation and attendance at after-school or evening activities. Sports should provide students with outlets and opportunities to support their peers in spirited competition with rival schools.

Competition Opportunities
Will the sport provide competition opportunities within a reasonable distance?

Coaches
Are there capable/qualified coaches, especially within the district? For multiple reasons, having district staff occupy coaching positions is desirable.

Compliance with New Trier High School District 203, Central Suburban League, and IHSA rules and regulations
Will the sport conform to all District, CSL and IHSA rules and regulations?

Participation by CSL Schools
Does the sport have broad appeal among other CSL and IHSA high schools? The new sport should have broad participation among CSL and IHSA schools. The CSL is a member of the IHSA, teams adhere to IHSA rules and regulations, teams participate primarily against IHSA schools, and teams participate primarily in IHSA postseason championships.

Appropriate to a High School Setting
Is the sport appropriate to a high school setting? Some sports are inappropriate for a high school setting for one or multiple reasons.

Benefit to New Trier High School District 203
Does the sport provide a clear benefit to students of New Trier? The addition of a new sport should accomplish a clear purpose and should have a clear benefit for students and the district. Examples of such benefits might include satisfying a legal requirement, creating opportunities compatible with opportunities at other area high schools, creating participation opportunities for students with disabilities, etc.

Service Animals on Campus
(Board Policy 8:70 - Accommodating Individuals with Disabilities)

Purpose:
Our school is committed to providing an inclusive and accessible environment for all visitors, including those with disabilities who require the assistance of a service animal. This policy outlines the guidelines for the presence and behavior of service animals during extracurricular school events on school premises.

Definition of Service Animals:
A service animal, as defined by the Americans with Disabilities Act (ADA), is a dog (or, in some cases, a miniature horse) that is individually trained to perform tasks or do work directly related to an individual's disability. Service animals do not include emotional support animals, therapy animals or pets.

Guidelines
Access and Entry
- Visitors with service animals are welcome to attend extracurricular school events such as athletic or performance-type events. No additional documentation or certification will be required to permit entry of a service animal.

- The service animal must be under the control of its handler at all times. Control can be maintained through a leash, harness, or verbal commands. Per the ADA, kindly request that the owner of a service animal, or the handler of a service animal if the individual with a disability is unable to handle the service animal independently, fill out the contact information form. This is standard procedure for the admittance of any animal to New Trier-sponsored events.

- No questions may be asked of the individual regarding their disability or the service animal.

- A person with a disability cannot be asked to remove his/her service animal from the premises unless: (1) the service animal is out of control and the handler does not take effective action to control it or (2) the animal is not housebroken. When there is a legitimate reason to ask that a service animal be removed, staff must offer the person with the disability the opportunity to attend the event or access the premises without the animal's presence.

- Allergies and fear of animals are not valid reasons for denying access or refusing service to people using service animals. When a person who is allergic to animal/dog dander and a person who uses a service animal must spend time in the same room or facility, for example, in a school classroom, office, or conference room, they both should be accommodated by assigning them, if possible, to different locations within the room or different rooms in the facility.

- **If the person refuses to complete the Form**, remind the individual that:
    - Safety is our primary focus,
    - Contact information is collected to provide it to Emergency Services in the event assistance is needed; and
    - Ask the individual to scan their ID in Raptor Visitor Management instead.
    - Seek out an administrator if one is on campus.

Service Animals on Campus
(Board Policy 8:70 - Accommodating Individuals with Disabilities)

Guidelines

Responsibilities of the Handler

- Handlers must ensure that the service animal is housebroken and does not pose a threat to the health and safety of others.

- Service animals must remain in designated spectator areas with their handler and may not wander into restricted zones (e.g., playing fields or locker rooms).

Behavior of Service Animals

- If a service animal displays disruptive behavior, such as excessive barking, aggression, or inability to control bodily functions, the school reserves the right to ask the handler to remove the service animal from the event. The handler may remain at the event without the service animal.

Accommodations

- If seating arrangements need adjustment to accommodate the handler and the service animal, event staff will assist in finding a suitable location that ensures comfort and accessibility for all spectators.

Exemptions

- Emotional support animals, therapy animals, and pets do not qualify as service animals under this policy and will not be allowed at athletic events unless otherwise authorized by school administration.

Enforcement

Event staff and school personnel are trained to respectfully and promptly address questions or concerns about service animals. Any disputes regarding this policy will be reviewed by the school's administration.

Enc: Board Policy 8:70 Accommodating Individuals with Disabilities