

Athletic/Activity Handbook

The purpose of this handbook is to provide a statement of philosophy in interscholastic athletics for the Wellington-Napoleon R-IX School District. It is the philosophy of Wellington-Napoleon R-IX that a quality program of athletics will be conducted as an integral part of the educational program in the District.

Statement of Philosophy

The Wellington-Napoleon R-IX Board of Education, administration, and faculty believe that co-curricular activities are an integral part of the overall education program.

Activities are for all students who qualify under eligibility requirements set forth by the state and school. We believe that participation will contribute to the following:

1. The development of skills for social expression, recreation and resourcefulness.
2. The improvement of health, fitness and general welfare of all individuals taking part in the program.
3. The development of citizenship, self-control, self-discipline, cooperation, leadership and the acceptance of leadership and respect for individual associates and opponents.
4. The stimulation of all participants to achieve academic progress and to make a contribution to the general education program of the school.

To be of the maximum effectiveness, the activity program must be closely coordinated with the general instructional program of the school. It must be such that the number of students accommodated and the educational aims achieved justify its inclusion in the overall educational program. It must also be based on a spirit of participation and regarded as a privileged opportunity.

Eligibility Standards for Interscholastic Activities

Representing the Wellington-Napoleon R-IX School District in interscholastic and intrascholastic activities is a privilege to be attained by meeting the standards developed cooperatively by the Board of Education, Administration, and Teachers of the school District and the Missouri State High School Activities Association (MSHSAA).

An interscholastic activity shall be defined as any extra-class activity involving two or more schools, in which two or more students participate as representatives of their schools in which no grade or credit is given.

An intrascholastic activity shall be defined as any extra-class activity involving Wellington-Napoleon R-IX School alone in which two or more Wellington-Napoleon students are represented.

The eligibility rules of the MSHSAA must be complied with in full. Coaches and sponsors should inform participants of these rules (see Article VII, MSHSAA OFFICIAL HANDBOOK).

Academic Standards

Grades 9-12

- You must have earned, the preceding semester of attendance, a minimum of 3.0 units of credit or have earned credit in 80% of the maximum allowable classes in which any student can be enrolled in the semester, whichever is greater, at your school. An athlete must pass 6 out of 7 classes at WN.
- For your current semester, you must be enrolled in and regularly attending courses that offer 3.0 units of credit or 80% of the maximum allowable credits which may be earned, whichever is greater, for your school.
- Credits earned or completed after the close of the semester will not fulfill this requirement. Summer high school courses for academic eligibility may count provided the course is necessary for graduation or promotion (no electives), and it is placed on the school transcript. No more than one credit in summer school shall be counted toward eligibility. Correspondence courses do not count.
- Students promoted for the first time into 7th or 9th grade are considered academically eligible for the first semester after promotion.
- You must be making satisfactory progress toward graduation as determined by your local school's policies.
- Do not drop courses without first consulting with your school principal, athletic administrator or counselor to determine whether it will affect your eligibility.

Grades 7-8

- You must be enrolled in a normal course load for your grade at the member school.
- You must have been promoted to a higher grade prior to the first day of classes for the new school year. However, even though you may have been promoted, you will be ineligible for one quarter if you failed more than one course the previous quarter.

Insurance

Students who participate in an interscholastic sports program must have insurance to be eligible to participate.

Non-School Competition

Athletes will be allowed to participate in non-school sports as long as 1) the sport cannot be the same sport during the HS season Ex: a basketball player cannot play non-school basketball during the school's basketball season (per MSHSAA) 2) a school practice or contest can NOT be missed to attend a non-school practice or event without prior approval from the coach

Citizenship Standards

Students who represent a school in interscholastic activities must be credible citizens and judged so by the proper school authority certifying a list of students for competition. Those

students whose character or conduct is such as to reflect discredit upon themselves or their schools are not considered credible citizens. Conduct shall be satisfactory in accord with the standards of good discipline. If a student misses school on the date of a contest, he or she shall not be considered eligible on that date without special approval by the principal. A student having an unexcused absence on a given day may not be eligible to participate in a contest until he/she has attended a full day of classes without an unexcused absence before eligibility is reinstated.

Semesters of Participation

A student shall not participate for more than four seasons while in grades 9-12 in an interscholastic activity, and these shall be during the student's first eight semesters of attendance in high school beginning with his or her entrance in the ninth grade and the eighth semester shall follow immediately the seventh semester. Any part of a contest or interscholastic event in which a student competes shall count as a season of participation in that activity. Attendance on or after the twentieth day of a semester shall count as a semester of attendance under this rule. If the student participates in any part of an interscholastic event or contest, it shall be counted as a semester of participation.

A student who applies for, and is granted, leave from school any time after the junior year to take advantage of an Early Release Program shall no longer be eligible for interscholastic competition even though he or she may later return to school.

A student is eligible for only two semesters in each grade, the seventh and eighth grade beginning with the first semester of entrance in each grade. A student who is repeating a grade is not eligible to compete athletically.

Unsportsmanlike Conduct

Use of abusive language or fighting is not permitted under any circumstances. Punishment for individuals involved is at the discretion of the coaches, athletic director and administrator. Participants should remember that if an official removes the student from a contest, they are ineligible for the next contest, and they may not attend the contest.

In the event of an ejection, the coach/player must leave the vicinity of the playing field out of site of the competition. Off-site baseball and softball or other facilities are an extension of the school during practices and games. If there is an ejection from one of these events, they must leave the park to be in compliance.

Conduct and Dress on Contest Days

Participants will be considered "good will" ambassadors for Wellington-Napoleon School. They are expected to follow the dress guidelines that the coach or advisor establishes for the group.

Equipment

In order to give the student a sense of responsibility and an appreciation of their equipment, each athlete will be held responsible and accountable for the abuse and or loss of equipment. Any equipment lost or stolen must be paid for by the student in whose name it was checked out. An athlete will not be eligible to compete for another sport until all of their equipment has been returned or fees paid from their previous sport. The following guidelines, if adhered to, will reduce the chances of lost or stolen equipment.

1. Do not exchange or loan any of the equipment checked out to you to another teammate. Exchange or loan only after given permission by the coach.
2. Keep your locker closed and locked at all times when it is not in visual contact. This includes during showers.
3. Any loss of equipment should be reported immediately to the Head Coach, rather than waiting until the end of the season.
4. Any protective equipment that does not fit properly or that is defective should be reported to a coach immediately. Do not wear the equipment until the necessary adjustments have been made. This is for your protection.
5. All equipment should be worn only at school and never outside of school unless permitted by the head coach of that sport.
6. Any equipment or uniforms you see out of school which does not belong to the individual or individuals should be reported to a coach or the athletic director. By doing this, you are not only helping the athletic department, but also the individual who must pay for the stolen items. As a part of the lettering policy for all sports at Wellington-Napoleon High School, all equipment must be turned in clean and cared for or paid for if lost or stolen before any awards will be given! This includes letters, certificates, plaques, etc.

Attendance Procedures

- To be able to attend or participate in extracurricular activities after school a student must be present from 10 am for the remainder of the day. The only exception is if the student has a doctor's note or a pre-approval with an administrator. Students should bring a note from the doctor's office with sufficient information to verify the office visit.
- If a student attends an away event on the day they are absent or ineligible to attend, they will be unable to attend the next home event as an observer.
- In the event of a daytime activity, field trip, etc., the student must have been present the day before from 10 am for the remainder of the day.

Suspensions and Expulsions

A student that is assigned ISS will not be able to participate or attend any activities the day the ISS is assigned. This includes practices and contests. In the event that ISS occurs on a non-contest date, the unexcused practice absence will result in being suspended for the next contest.

Students may not practice, participate, or attend any school activity while serving an Out-of-School Suspension or Expulsion. The student who is expelled or who withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal.

DISCIPLINE CODE*

Use or possession of Tobacco, Alcohol, Drugs or Drug Paraphernalia

First Offense - Suspended two weeks from squad

Second Offense – Dismissal from squad

Third Offense – No extracurricular activities for rest of year

Unlawful Act (Conviction of felony or misdemeanor)

See MSHSAA Citizenship Standards p. 39-40 MSHSAA Handbook

2.2.5 Student Responsibility: Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the situation prior to the school's discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the Board of Directors.

Defiance or Disrespectfulness (Player towards anyone)

First Offense - Suspended from next contest

Second Offense - Suspended from 3 contests

Third Offense - Dismissal from squad

Unexcused Absence from Practice

First Offense – Suspended from next contest

Second Offense - Suspended from next contest

Third Offense - Suspended from next contest and subject to dismissal from squad

*Each offense of ISS/OSS will be equal to an unexcused practice.

*ISS due to excessive tardies will be handled by each individual coach.

Transportation

Students are to ride the team bus to all activities unless prior approval has been given by a school administrator. The coach/sponsor may release the student to ride home from the activity with the student's parent upon the presentation of a signed note to the coach/sponsor by the parent. The school will release a student to another parent only when prior arrangements are made by the parent through the administration with a handwritten signed note. No student will be released to anyone other than the parent or another designated adult and then only after proper arrangements have been previously made.

Physical Examinations

All athletes and cheerleaders are required to have a physical examination before starting athletic practice each year. This examination may be anytime after February 1st preceding the school year. Athletes should secure the examination form from the athletic office and have the

physician use this form. The parent or guardian must sign the parent's permission form, which is part of the physical form. All athletes and cheerleaders are required to have insurance prior to starting practice.

Athletic Lettering Policies

Basketball (Boys and Girls)

Letter: play in one fourth of total varsity quarters possible

Baseball and Softball

Letter: Play in one fourth of total varsity innings possible

Football

Letter – play in one fourth of total varsity quarters possible

Cheerleading

To letter, a cheerleader must participate in 95% of all her seasonal athletic events. Activities include cheering at athletic events, hosting pep rallies, and participating in fundraising to help in attending summer cheerleading camps.

*If a cheerleader is suspended or absent from cheering at an athletic event this does not count toward cheering at athletic events for lettering. Injury with a doctor's note excuses them from the event(s) included in the time period per the doctor.

Track

Letter – Compete at all the track meets to the best of your ability, finish the season in good standing with the coaching staff, and earn at least one point, finishing in the top eight at a track meet. An excused absence from a track meet would include, medical emergency, long standing injury with a doctor's note, or a funeral.

Volleyball

Letter - play in one fourth of total varsity sets

Parent Information

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, everyone is better able to accept the actions of the other and provide greater benefit to students. As parents, when your student becomes involved in a program, you have the right to understand what expectations are placed on your student. This begins with clear communication from the coach of your student's program. Coaches and parents are expected to encourage and praise students in their attempt to improve themselves as students, athletes, and citizens. Parents can facilitate this by gaining an understanding and appreciation of all aspects of the sport/activity and the expectations placed on your student.

It is important to understand that participation on an athletic team at Wellington-Napoleon R-IX High School is a privilege and not a right. Being on a team and maintaining one's membership on a team means accepting all the responsibilities of an athlete. However, unlike recreational or intramural teams, equal or guaranteed playing time does not exist. In an effort to win, a coach will use players best suited to the conditions or demands of the contest at a given time.

Inclement Weather-School Dismissal

If school is dismissed, all activities such as practices, trips, meetings, games, and contests will be based on administrative discretion.

Exceptions: Tournament ball games, District, and state contests or meetings.

Parent/Coach Communication

Appropriate concerns to discuss with your child's coach:

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

Issues not appropriate to discuss with your child's coach:

- Playing time
- Team strategy
- Play calling
- Other student-athletes/participants

There are situations that may require a conference between the coach and the parent. It is important that both parties involved have a clear understanding of the other's position. Everyone involved is expected to be respectful, show appreciation of the other's role, and to reinforce the policies and procedures outlined in this handbook. When you as a parent, or the coach feels a conference is necessary, we ask that both parties wait at least 24 hours following a contest and to keep in mind our communication chain of command.

Should you have any questions or concerns, do not approach the coach immediately at the conclusion of the contest. At this time, coaches have other responsibilities, and it may be an emotional time. Call and make an appointment for a later time and approach this meeting in a calm, courteous, and logical manner.

Athletic Chain of Command:

1. Athlete-Coach Meeting

If a player has any issue or problem with his/her sport experience, the student-athlete is expected to address the coaching staff. The District's expectations of coaches include open communication.

2. Athlete-Parent-Coach Meeting

If an issue has not been resolved in step one, this is the next step in the chain of command. The guideline here is to set up an appointment face to face with the coach/coaching staff. The parent or player should define the purpose of the meeting when the appointment is set.

3. Athlete-Parent-Coach-Administrator Meeting

If an issue is not resolved in step two, this is the next step in the chain of command. Using the same process as above, an appointment is set and all

parties define the purpose of the meeting. This meeting needs to be set by Mr. Hughes/Activities Director.

Unacceptable Behavior

1. Do not use bad language and harass athletes, coaches, officials, or other spectators. Use of demeaning language towards an individual will not be tolerated. If an individual believes they have been approached in any way described above before, during or after an event, the following steps will be taken.

First Offense: Offending individual is banned from all District activities and property for two (2) weeks.

Second Offense: Offending individual is banned from all District activities and property for a minimum of one (1) calendar year. The ban may be lifted after is has been reviewed by school administration.

2. Use of physical contact or violent behavior towards an individual.
First Offense: Offending individuals is banned from all District activities and property for a minimum of one (1) calendar year. The ban will only be lifted after it has been reviewed by school administration.

When a person has been banned, it will include both home and away activities. “Banned” is defined as a status where a person is not allowed or invited onto District property. The Superintendent may make exceptions to this ban with prior approval.

Parent Sportsmanship Agreement

The I-70 conference knows that parents play an important role in helping their own children and other players learn good sportsmanship and self-discipline. Parents must set an example when it comes to demonstrating the importance of working together, sacrificing for the good of the team, enjoying winning, and dealing appropriately with defeat. Parents and spectators should be role models of good behavior at sporting events.

Parents and Spectators are expected to:

1. Cheer for your team and refrain from booing or other similar comments.
2. Treat players, coaches, opponents, and officials with respect.
3. It is okay to react to a call that doesn't go your team's way, but do not dwell on the call by continuing to yell at officials.
4. Remember that the primary value of athletic participation is to provide our youth with an opportunity for self-development: physically, emotionally, and mentally.
5. Remember that the game is for the players, not for the adults.
6. Be aware that if a parent conference is desired with the coach that it is **HIGHLY** inappropriate to speak with the coach regarding this at the conclusion of an event. Wait until the day after the event and call to schedule an appointment.
7. Help maintain a positive atmosphere by influencing your family members and friends to act sportsmanlike.
8. Understand and respect the different roles of parents, coaches and officials. Parents should parent, coaches should coach, officials should officiate and each should be treated with respect.

Failing to show appropriate sportsmanlike behavior will lead to dismissal from any contest and could lead to being suspended from attending further games. The Schools of the I-70 conference promote good sportsmanship. Parents and spectators from each school are expected to show it.

Signature and Form Requirements

- *Email Consent/Permission Form*
- *Technology Usage Agreement Form*
- *Student/Parent Handbook Acknowledgement Form*
- *Drug Testing Consent Fo*

The faculty of the District strives to communicate and work together with the parents and guardians of our students. Email is one tool that promotes convenient, two-way communication between families and teachers. Though the District network is secure, we cannot guarantee that an email sent from the District server will remain secure once it leaves our system. When teachers or administrators receive email from outside sources, the identity of the person cannot always be easily discerned.

Therefore, permission must be granted by the parent/guardian to allow teachers or administrators to use email for communication. To remain compliant with the Family Educational Rights and Privacy Act (FERPA), email will not be used to send grading, attendance, discipline information of students, or other personally identifiable information without permission to do so. The District also encourages parents to access the District's parent portal, a secure measure, to check your child's school information and progress.

I, Parent/Guardian of (please print) _____, provide to my child's school and to the District permission to email academic, attendance, discipline, or other personally identifiable information to the email address(es) listed below. I understand that by giving this permission, there is no guarantee that the information will be fully secure and do not hold the District liable for any inappropriate release of student information that may violate the FERPA regulations as a result of any email communication. Should your email address change, please contact the District.

Name of Student (please print:)

Email Address(es):

Parent/Guardian Signature

Parent/Guardian Name (please print):

Date: _____

Students

I have read, understand, and agree to the Technology Acceptable Use Policy when using electronic devices owned, leased, or operated by the District *or* while accessing the District Wi-Fi/Internet, even if using a personal device. Should I violate the policy, my access privileges may be revoked. I also understand that any violation of the policy is prohibited and may result in disciplinary or legal action.

Student Signature:

Student Name (please print):

Student ID: _____ Grade: _____ Date: _____

Parent Technology Usage Agreement Permission Form

As the parent/guardian, I have read, understand, and agree to the Technology Acceptable Use Policy when my student(s) or family are using electronic devices owned, leased, or operated by the District *or* while accessing the District Wi-Fi/Internet, even if using a personal device. Should my student(s) violate the policy, access privileges may be revoked. I also understand that any violation of the policy is prohibited and may result in disciplinary or legal consequences. I further understand that the District has taken steps to control access to the Internet, but cannot guarantee that all controversial information will be inaccessible to student users. I agree not to hold the District responsible for materials acquired on the network and accept responsibility when my student(s) uses District technology outside the school setting. I give permission for my student(s) to use District technology and network resources, including the Internet.

Parent/Guardian Signature:

Parent/Guardian Name (please print):

Date: _____

*Students 18 years of age or older may sign this release form for themselves.

I acknowledge that I have received and reviewed the 2023-2024 Student/Parent Handbook and Athletic/Activities Handbook. I understand the policies and guidelines of the District and that violations of these policies and guidelines may result in disciplinary action.

Parent/Guardian Signature

Parent/Guardian Name (please print):

Date: _____

*Students 18 years of age or older may sign this release form for themselves.

Student Signature:

Student Name (please print):

Date: _____

Wellington-Napoleon R-IX
Drug Testing Consent Form

I have read and completely understand the District's policy and procedures regarding the Wellington-Napoleon R-IX School District student drug testing program.

I hereby give consent for my student to participate in the drug testing program at Wellington-Napoleon Middle/High School. I understand that my student will be placed in the pool for random drug testing and that the Wellington-Napoleon R-IX School District will pay for all random drug tests if my students is selected. I understand that if my student tests positive for drugs during a random drug test, I will have to pay for drug testing for him/her to be reinstated into extracurricular activities or park on school property.

I understand that students who wish to drop out of the drug pool must first have their parent/guardian come to the school and meet with the High School Principal or Activities Director. The student and parent/guardian must sign a release form stating that they no longer wish to participate in the random drug testing pool. If the student is 18 years of age and living on his/her own, he/she needs to come in and meet with the High School Principal or A.D. to drop out of the testing pool. Once a student enters the pool, he/she must remain in the pool for the remainder of the school year to be eligible to participate in extracurricular activities or park on school property for the next school year.

Student Name (please print) _____

Student Signature _____

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____

Today's Date _____ Grade _____

Forms must be completed before a student can park on school property or participate in any extracurricular activity. This consent form is good for one school year and must be renewed annually in order for the student(s) to be eligible to participate in extracurricular activities or park on school property.