

NORTHWEST  
HIGH SCHOOL  
2017-2018  
ACTIVITIES  
HANDBOOK



HOME OF THE VIKINGS



## A SPECIAL NOTE TO STUDENTS AND PARENTS:

It is the Northwest High School District #82 philosophy to encourage students to participate in a variety of activities/athletics and not limit themselves in their potential growth through experiences. Specialization is not encouraged at the high school level. It may occur through the student's choice but it is not encouraged. It is against the philosophy of Northwest High School for any of our coaches to coerce or attempt in any way to influence a student, who would otherwise go out for another sport, to participate in their sport after the high school sport season is completed. Students should not be made to believe that summer camps and off-season work in one coach's sport is the only way to make that varsity team.

Any boy or girl is welcome to try out for any of the interscholastic activities available to them providing they meet the requirements established by the Nebraska School Activities Association and the school, and they agree to follow the guidelines established in this booklet.

The guidelines established herein for the interscholastic programs of Northwest High School were developed by the cooperative efforts of the coaching staff, the administration and the board of education. They are indicative of what we hope to accomplish in our activities program.

### TO THE PARENT

This material is presented to you because your son or daughter has indicated a desire to participate in interscholastic activities/athletics and you have expressed your willingness to permit him/her to compete. Your family interest in this phase of our school program is gratifying. We believe that participation in sports/activities provide a wealth of opportunities and experiences which assist students in personal adjustments.

We, who are concerned with the educational development of boys and girls through athletics/activities, feel that a properly controlled, well-organized sports/activities program meets with the students' needs for self-expression, mental alertness and physical growth. It is our hope to maintain a program that is sound in purpose and will further each student's educational maturity.

A student who elects to participate in activities/athletics is voluntarily making a choice of self-discipline and self-denial. These are the reasons we place such stress on good training habits. Failure to comply with the rules of training and conduct means exclusion from the squad. This concept of self-discipline and self-denial is tempered by our responsibility to recognize the rights of the individual within the objectives of the team. There is no place in high school activities/athletics for students who will not discipline their minds and bodies for rigorous competition. We are striving for excellence and do not want our students to compromise with mediocrity.

We feel that you have committed yourselves to certain responsibilities and obligations. We would like to take this opportunity to acquaint you with specific policies that are necessary for a well-organized program of activities/athletics.

It is the role of the department of activities/athletics to make rules that govern the spirit of competition for the school. These rules need a broad basis of community support, which is achieved only through communication to the parent. It is our hope to accomplish this objective through this activity/athletic publication for students and parents.

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## NW Program Philosophy -- Letter to Parent

Over the past few years it has come to our attention some parents and students have some serious misconceptions regarding the high school competitive athletic program. Please take a few moments to read this letter. Hopefully, this will help you understand how a competitive program is conducted and what comprises our expectations and philosophy.

1. In each program, a coach and/or coaches are hired by the school district to be responsible for team selection. Criteria for selection are established by the head coach; possibly with input from the entire coaching staff. This may be a highly subjective process. Team selection, practices, and decisions regarding game situations are the responsibility of the coaching staff. If you have questions regarding the process, Please feel free to address these questions directly to the head coach. Please call the coach to make an appointment outside of school, practice or game time. If you have further questions the coach has not been able to answer, please contact the athletic director.

2. Northwest's athletic program has become highly competitive. Due to our size and limited opportunities we are not able to place every child on the team who wishes to participate. While this is not our desire, it is reality. The hardest thing our coaches have to do is to tell young people they will not be on the team.

Please be sure when your child tries out for a team, both you and they understand there is every real possibility they may not be selected. If selected, both you and your child should be prepared to accept placement at any team level (i.e. 9th grade, reserve, junior varsity or varsity). It is disturbing to have a student tryout for a team and then quit because they were not placed where "they think" they should be. By doing this, they have taken away someone else's opportunity to be on a team.

Normally, coaches have a very short amount of time to make team selections. They try to do the very best they can in keeping, the most talented athletes, filling positions for play, and appropriately placing them on the proper team. They are under a good deal of pressure to assemble the most competitive team possible.

Any one of us might select different athletes for the team. We believe it is the coaches' responsibility and right to select the team with whom they will work for the entire season.

3. Our experience in athletics reveals there are many "select teams" sponsored by many different organizations. Each coach looks for something different in his or her players. Participation on a "select team" does not guarantee any player a spot on another "select team" or any high school team. While we believe players can gain valuable experience outside of the school athletic program, neither parents or students should count on this type of participation to "guarantee" a spot on a high school team.

4. In order to make a varsity team as a senior, a player must be outstanding and also play a position the team needs. Underclass persons possessing these qualities have the same opportunity to make a team as the senior does. Our team structure (9th, Reserve, Junior Varsity, Varsity) dictates there will always be more under class players than upper class in the total program. At selection time, it will be the coaches' decision.

5. A main goal of a competitive athletic program is to put the most talented members of the team in competition to win the contest. Starting positions and playing time are not guaranteed to seniors making a team; or anyone else for that matter. Each member of a team is very valuable to the team's overall progress. Some members may play a great deal of time in a contest while others may not see what a parent would consider to be "significant" playing time. Each student should have personal improvement as one of his or her goals. By being a member of a team, regardless of time spent in actual competition, a person can learn many valuable lessons. Among them are the following: citizenship, sportsmanship, appreciating good play by an opponent, working together to meet team goals, responsibility and commitment to team and school, loyalty, placing team above self, learning to accept instruction and criticism, respect for others, winning and losing with dignity, self-control, and being responsible for one's own actions.

We sincerely hope this helps you to understand the goals and philosophies of the competitive athletic/activities program at Northwest. Please feel free to contact us if you have any questions regarding any aspect of the athletic program.

## **PARENT / COACH COMMUNICATION PLAN**

### **COMMUNICATION YOU SHOULD EXPECT FROM YOUR CHILD'S COACH**

1. Philosophy of the coach
2. Expectations the coach has for your child as well as the players on the squad
3. Locations and times of all practices and contests
4. Team requirements, i.e., practices, special equipment, out-of-season conditioning
5. Procedure followed should your child be injured during participation
6. Discipline that may result in the denial of your child's participation

### **COMMUNICATION COACHES EXPECT FROM PARENTS**

1. Concerns expressed directly to the coach
2. Notification of any schedule conflicts well in advance
3. Specific concerns with regard to a coach's philosophy and/or expectations

As your children become involved in the programs at Northwest High School, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times discussion with the coach is encouraged.

### **APPROPRIATE CONCERNS TO DISCUSS WITH COACHES**

1. The treatment of your child, mentally and physically
2. Ways to help your child improve
3. Concerns about your child's behavior

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

### **ISSUES NOT APPROPRIATE TO DISCUSS WITH COACHES**

1. Playing time
2. Team strategy
3. Play calling
4. Other student-athletes

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

### **IF YOU HAVE A CONCERN TO DISCUSS WITH A COACH, THE PROCEDURE YOU SHOULD FOLLOW**

1. Call to set up an appointment.
2. The Northwest High School telephone number is 385-6394.
3. If the coach cannot be reached, call the Activities Director. A meeting will be set up for you.
4. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.

### **THE NEXT STEP**

#### **WHAT A PARENT CAN DO IF THE MEETING WITH THE COACH DID NOT PROVIDE A SATISFACTORY RESOLUTION**

1. Call and set up an appointment with the Activities Director to discuss the situation. Since research indicates a student involved in co-curricular activities has a greater chance for success during adulthood, these programs have been established. Many of the character traits required to be a successful participant are exactly those that will promote a successful life after high school. We hope the information provided within this handbook makes both your child's and your experience with the Northwest high School athletic/activities program less stressful and more enjoyable.
2. The Activities Director will set up a meeting with you, the coach/sponsor, the athlete/participant and Activities Director.

## ANONYMOUS LETTERS TO COACHES

From time to time coaches receive unsigned letters. Usually these letters contain concerns, complaints, and/or suggestions. Occasionally they make wild accusations and/or demands. The coaches and sponsor have been directed by the Activities Director to check all letters for a signature before they read them. If there is no signature they are to be thrown away unread. Please, if you have a concern you feel strongly enough about to write a letter, be mature enough to sign the letter and give our coaches/sponsors a chance to resolve the problem or at least explain their point of view.

### STRIVE TO:

1. Follow all training rules, school rules and regulations.
2. Pursue victory with honor, by exhibiting good sportsmanship toward the opponents, officials, teammates and fans.
3. Work to excel in academics.
4. Put team goals ahead of personal goals.
5. Be a role model for all students before, during and after school.
6. Have pride in yourself, your team and your school. Care for your facility.
7. Respect, but never fear the opponent. Work harder than the competition both in and out of season and never quit.
8. Be on time and be prepared for practices, meetings and games.

## SPORT PARENT CODE OF CONDUCT

The following list is not a complete code of conduct for you, but it gives you a start in considering your behavior as a Sport Parent.

1. Remain in the spectator area during games.
2. Don't advise the coach on how to coach.
3. Don't make derogatory comments to coaches, officials, or players of either team.
4. Don't try to coach your child during the contest.
5. Don't drink alcohol at contests or come to a contest having drunk too much.
6. Cheer for your child's team.
7. Show interest, enthusiasm, and support for your child.
8. Be in control of your emotions.
9. Help when asked by coaches or officials.
10. Thank coaches, officials, and other volunteers who conducted the event.

## COACHES CODE OF ETHICS

### NATIONAL FEDERATION INTERSCHOLASTIC COACHES ASSOCIATION

The function of a coach is to properly educate students through participation in interscholastic competition. The interscholastic program is designed to enhance achievement and should never interfere with opportunities for academic success. Each child should be treated as though they were the coaches' own and their welfare shall be uppermost at all times. In recognition of this, the NFICA Board of Directors has adopted the following guidelines for coaches.

**The coach** must be aware that he or she has a tremendous influence, either good or bad, in the education of the student athlete and, thus, shall never place the value of winning above the value of instilling the highest desirable ideals of character.

**The coach** must constantly uphold the honor and the dignity of the profession. In all personal contact with the student athlete, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

**The coach** shall take an active role in the prevention of drug, alcohol and tobacco abuse and under no circumstances should authorize their use.

The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

**The coach** shall be thoroughly acquainted with the contest rules and is responsible for their interpretation to team members. The spirit and letter of rules should be regarded as mutual agreements. The coach shall not try to seek an advantage by circumvention of the spirit or letter of the rules.

**Coaches** shall actively use their influence to enhance sportsmanship by their spectators, working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.

**Contest officials** shall have the respect and support of the coach. The coach shall not indulge in conduct, which will incite players or spectators against the officials. Public criticism of officials or players is unethical.

**Before and after contests**, rival coaches should meet and exchange friendly greetings to set the correct tone for the event.

**A coach** shall not exert pressure on faculty members' to give student athletes special consideration.

**It is unethical** for coaches to scout opponents by any means other than those adopted by the league and/or state high school athletic association.

## ATHLETIC GOAL AND OBJECTIVES

OUR GOAL – The student athlete shall become a more effective citizen in a democratic society.

OUR SPECIFIC OBJECTIVES – The student athlete shall learn:

1. To work with others – In a democratic society a person must develop self-discipline, respect for authority, and the spirit of hard work and sacrifice. The team and its objectives must be placed higher than personal desires.
2. To be successful – Our society is very competitive. We do not always win, but we succeed when we continually strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. Develop a desire to excel.
3. To develop sportsmanship – To accept any defeat like a true sportsman, knowing we have done our best, we must learn to treat others, as we would have others treat us. We need to develop desirable social traits, including emotional control, honesty, cooperation and dependability.
4. To improve – Continual improvement is essential to good citizenship. As an athlete, you must establish a goal and you must constantly try to reach that goal. Try to better yourself in the skills involved and those characteristics set forth as being desirable.
5. To enjoy athletics – It is necessary for athletes to enjoy participation, to acknowledge all of the personal rewards to be derived from athletics, and to give sufficiently of themselves in order to preserve and improve the program.
6. To develop desirable personal health habits – To be an active, contributing citizen, it is important to obtain a high degree of physical fitness through exercise and good health habits, and to develop the desire to maintain this level of physical fitness after formal competition has been completed.

**Conflicts in extracurricular activities:** An individual student who attempts to participate in several extracurricular activities will, undoubtedly, be in a position of a conflict of obligations.

The athletic department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities, and to this end, will attempt to schedule events in a manner to minimize conflicts.

Students have a responsibility to do everything they can to avoid continuous conflicts. This would include being cautious about belonging to too many activities where conflicts are bound to happen. It also means notifying the faculty sponsors/coaches involved immediately (minimum of three weeks' notice) when a conflict does arise.

When a conflict arises the sponsors/coaches will work out a solution so the student does not feel caught in the middle. If a solution cannot be found, the activities director will make the decision based on the following:

1. The relative importance of each event - Priority order: State competition, district competition, conference tournament, regular season competition, practice.
2. The importance of each event to the student.
3. The relative contribution the student can make.
4. How long each event has been scheduled.
5. Talk with parents.

Once the decision has been made and the student has followed that decision, he/she will not be penalized in any way by either faculty sponsor/coach. If it becomes obvious that a student cannot fulfill the obligation of a school activity, he should withdraw from that activity.

### Notice of Nondiscrimination

Northwest High School, District #82 does not discriminate on the basis of race, color, national origin, sex, disability, marital status, or age in admission or access to, or treatment of employment in, its programs or activities.

It is the intent of Northwest High School to comply with both the letter and the spirit of the law in making certain discrimination does not exist in its policies, regulations and operations. Grievance procedures have been established for anyone who feels discrimination has been shown by Northwest High School.

Inquiries regarding grievance procedures or the application of these policies of nondiscrimination can be obtained by contacting The Principal at (308) 385-6394, the designated coordinator for Title IX, Title VI, Section 504.

## PAY-TO-PLAY PARTICIPATION

There will be an assessment of \$20.00 for each NSAA registered activity at Northwest High School. The fee will be paid at the beginning of each activity. This fee entitles the student to participate in the activity. There will be no refund upon completion of the first two weeks of the activity.

### ACTIVITY USER FEE

The following information pertains to the Board of Education policy regarding Activity User Fees. This policy went into effect in the fall of 1997. If you have any questions, please don't hesitate to call (308) 385-6389, ext. 120.

1. Questions: What activities are required to pay the User Fee?  
Answer: Any participant in a program offered during the school year under the direction of the NSAA Activities Association. These activities include:  

Basketball (Boys & Girls)	Soccer (Boys & Girls)
Cross Country (Boys & Girls)	Softball
Football	Speech
Golf (Boys & Girls)	Track (Boys & Girls)
Journalism (if qualify)	Volleyball (Girls)
Music (Instrumental/Vocal)	Wrestling
Play Production	Tennis (Boys & Girls)
  
2. Question: How much is the Activities User Fee?  
Answer: Every participant pays 20.00 per activity.
  
3. Question: Are there any individuals who do not have to pay the Activities User Fee?  
Answer: Yes, any student fulfilling student assistance positions such as Managers, Scorekeepers, Statisticians, and Trainers.
  
4. Question: When and where are the Activity User Fees to be paid?  
Answer: Payment must be made in the Athletic Director's Office within one week after the team is selected. In "no cut sports," payment is to be made within one week after the first day of practice. A participant will no longer be permitted to practice or compete if payment is not received before the deadline.
  
5. Question: Are Activity User Fees refundable?  
Answer: Only under special circumstances and with approval of the Athletic Director.
  
6. Question: Does paying the Activity User Fee guarantee playing time?  
Answer: No. Playing time is at the discretion of the Coach/Sponsor.

### NORTHWEST "FIGHT" SONG

Hail, Northwest Vikings,  
Let us march on to Victory.  
We will fight, fight, fight  
until the Victors crown we'll wear.

Hail to our strength and courage.  
We'll never be discouraged.  
Fight, fight, fight and win  
for our dear black and gold.

## **POLICY AND PROCEDURAL GUIDELINES**

### **FOR THE PREVENTION OF BLOOD BORNE PATHOGEN TRANSMISSION IN THE HIGH SCHOOL ATHLETIC SETTING**

TO: Parent(s) / Guardian(s) and Student-Athletes of Grand Island Northwest High School

RE: Prevention of Blood Borne Pathogen Transmission Program

Throughout the summer, Stef researched, documented, and prepared a policy and procedural guidelines manual concerning the "Prevention of Blood Borne Pathogen Transmission," as it pertains to the High School athletic arena. Although he will not present the total package of information at this time, this manual containing information will be available to you to view at your convenience, either at the Activities Director's office or the Training Room.

In order to briefly summarize the content of the manual, he has prepared this short synopsis to give you an idea of what we are doing as administration, faculty, and coaching/training staff at GINW in order to protect the student-athlete, as well as ourselves, when in direct contact with athlete and sport.

Discussed in detail, the manual initially states that we have made it a priority at GINW to educate and inform our student-athletes and their parents/guardians as to the importance of reducing and hopefully eliminating the risk of transmission of potentially infectious diseases (Blood Borne Pathogens) such as HIV/AIDS and HBV. Through a complete understanding of the definitions and explanations of what Blood Borne Pathogens (BBP's) are, the modes of transmission, and signs and symptoms of HIV/AIDS and HBV, the manual presents, "Universal Precautions" plans and specific guidelines for the prevention of BBP's transmission in the high school athletic setting.

From this we proceed to listing the Personal Protective Equipment (PPE's) to be utilized in the basic first-aid care procedures to control "Blood Injury," and the disposal of such blood, blood care products and equipment as well as disinfection and cleaning procedures. Proper hand washing techniques and the most important issue of follow-up reporting/documentation of "Blood Injury" is also discussed.

As can be seen, the administration, faculty and coaching/training staff at Northwest are greatly concerned about educating and providing information pertaining to Blood Borne Pathogens and the prevention of transmission when dealing with "Blood Injury" in High School athletics. I hope this short introduction will convince you as parents/guardians and student-athletes to take a serious look at this issue presented, and encourage further reading of the available policy and procedural guidelines manual.

## STATEMENT OF PHILOSOPHY

### Rationale

- I. Before any program of direction can operate effectively and efficiently, a philosophy should be set down to provide a preview of the ultimate ends to be achieved and the guidelines within which accomplishment is to progress.

The major objective of an activities program is to provide wholesome opportunities for students to develop responsible habits and attitudes of social and group living.

Leadership should be the highest quality so as to exemplify to the participants the desired type of behavior to be developed from the activity program. Measurement of leadership success should not be in terms of the tangible evidence of the victory and defeat record, but rather in the intangible personality development factors that are an outgrowth of the major objectives of the total program.

The activities program should always be in conformity with the general objectives of the school. The activities administration should be in line with the general policies of Northwest High School. At no time should the program place the total educational curriculum secondary in emphasis; the program should constantly strive for the development of well-rounded individuals, capable of taking their place in modern society.

- II. The Northwest School District #82 believes that a dynamic program of student activities is vital to the educational development of the student.

We believe that the opportunity for participation in a wide variety of student-selected activities is a vital part of the student's educational experiences. Such participation is a privilege that carries with it responsibilities to the students themselves, to the activity, to the student body, to the school and to the community. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his or her education.

Northwest High School student activities are considered a supplement of the school's program of education, which strives to provide experiences that will help to develop boys and girls physically, mentally, socially and emotionally.

The Northwest High School Activities Program provides a variety of experiences to aid in the development of responsible habits and attitudes in students that will prepare them for adult life in a democratic society.

Activities function as an integral part of the total curriculum. They offer opportunities to serve the institution, to assist in the development of fellowship and good will, to promote self-realization and all-round growth, and to encourage learning the qualities of good citizenship.

- III. Activities play an important part in the life of Northwest High School. Young people learn from their participation in interscholastic competition. Lessons in sportsmanship, teamwork, competition and how to win and lose gracefully are an integral part of each team in the activities program. Athletics play an important part, too, in helping the individual student develop a healthy self-concept as well as a healthy body. Competition adds to our school spirit and helps all students, spectators as well as participants, develop pride in their school.
- IV. The interscholastic activities program shall be conducted in accordance with existing Board of Education policies and rules and regulations. While the Board of Education takes great pride in winning, it does not condone "winning at any cost" and discourages any and all pressure which might tend to neglect good sportsmanship and good mental health. At all times, the activities program must be conducted in such a way so as to justify it as an educational activity.
- V. A comprehensive and balanced activities program is an essential compliment to the basic program of instruction. The activities program should provide opportunities for youth to further develop interests and talents in sports, speech, drama, journalism, music, student government and academic-related areas. Participation in these activities should provide many students with a lifetime basis for personal values, for work and for leisure activities.

The activities program should be available to all students who demonstrate an interest in participating, regardless of their individual abilities. Accordingly, appropriate skill levels should be established within activities, when feasible, so that students may participate as fully as possible regardless of their ability levels.

Every effort should be made to support the activities program with the best facilities, equipment and with the most qualified staff available. In so far as possible, knowledge and skills gained in classes should be applied and developed through participation in the activities program. Coaches, directors and sponsors should also teach the specific skills necessary for improvement in activities and provide guidance in the development of self-realization, good sportsmanship, cooperation, leadership, ethical behavior, artistic sensitivity and an appreciation for the importance of practice.

The ultimate goals of the activities program should be: 1) to realize the value of participation without over emphasizing the importance of winning or excelling, and 2) to develop and improve positive citizenship traits among the program's participants.

## OBJECTIVES OF PARTICIPATION

- I. To provide a positive image of school activities at Northwest High School.
- II. To strive always for playing excellence that will produce winning teams within the bounds of good sportsmanship and mental health of the student.
- III. To ensure growth and development that will raise the number of individual participants; that will give impetus to increasing attendance at each contest; that will enable a program of continuing upkeep and improvement of facilities.
- IV. To provide opportunities that will allow the program to serve as a laboratory where students may cope with problems and handle situations similar to those encountered under conditions prevailing in the contemporary world. The laboratory should provide growth and development.
  - A. Physical, mental and emotional growth and development.
  - B. Acquisition and development of special skills in activities of each student's choice.
  - C. Team play with the development of such commitments as loyalty, cooperation, fair play and other desirable social traits.
  - D. Directed leadership and supervision that stresses self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that make for winning and losing graciously.
  - E. A focus of interests on activity programs for student body, faculty and community that will generate a feeling of unity.
  - F. Achievement of goals as set by the school in general and the student as an individual.
  - G. Provisions for worthy use of leisure time in later life, either as a participant or spectator.
  - H. Participation by the most skilled that will enable these individuals to expand possibilities for future vocational pursuits.
- V. To provide those student activities which offer the greatest benefits for the greatest number of students.
- VI. To provide sufficient activities to have an outlet for a wide variety of student interests and abilities.
- VII. To provide, within reason, a superior program of student activities that includes appropriate activities for every boy and girl.
- VIII. To provide opportunity for a student to experience success in an activity he or she selects.
- IX. To create a desire to succeed and excel.
- X. To provide for the students' worthy use of leisure time now and in the future.
- XI. To develop high ideals of fairness in all human relationships.
- XII. To practice self-discipline and emotional maturity in learning to make decisions under pressure.
- XIII. To be socially competent and operate within a set of rules, thus gaining a respect for the rights of others.
- XIV. To develop an understanding of the value of activities in a balanced educational process.

## ELIGIBILITY REQUIREMENTS

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association. (A summary of the major rules is given below. Contact the principal or activities director for an explanation of the complete rule.)

1. Student must be an undergraduate.
2. Student must be enrolled in at least twenty hours per week and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.
3. Student must be enrolled in some high school on or before the eleventh school day of the current year.
4. Student is ineligible if nineteen years of age before August 1 of current school year. (Student may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)
5. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership.
6. Student must have been enrolled in school the immediate preceding semester.
7. Student must have received twenty semester hours of credit the immediate preceding semester.
8. Once the season of sport begins, a student shall compete only in athletic contest/meets in that sport, which are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules. The fall sports season begins August 7, 2017 and ends with the state meets in the fall sports. The winter sports season begins November 13, 2017 and ends with the state meets in the winter sports. The spring sports season begins February 26, 2018, and ends with the state meets in the spring sports.
9. A student shall not participate in sports camps or clinics during the season of a sport in which he/she is involved, either as an individual or as a member of a team.
10. A student shall not participate on an all-star team while a high school undergraduate.
11. A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After making a choice of high schools, any subsequent transfer could cause the student to be ineligible for ninety school days.

If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days.

12. When the parents of a student change their domicile from one school district which has a high school to another district which has a high school, the student is ineligible for ninety days except:
  - (a) If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.
  - (b) If a student has been attending the same high school since initial enrollment in grade nine and the school is located in the school district from which the parents moved, he/she may remain at that high school and retain eligibility or he/she is eligible at a high school located in the school district where his/her parents established their domicile.
  - (c) If the parents moved during the summer months and the student is in grade twelve, the student may remain at the high school he/she has been attending and retain eligibility.
13. Guardianship does not fulfill the definition of a parent. If a guardian has been appointed for a student, the student is eligible in the school district where his/her natural parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for his review and a ruling.
14. A student shall not participate in a contest under an assumed name.
15. A student must maintain his/her amateur status.

### **SPORTSMANSHIP POLICY**

Northwest High School has adopted a policy dealing with unsportsmanlike conduct of student-athletes and coaches. Because we feel that it is time to move sportsmanship from rhetoric to reality, this policy addresses players and coaches who are ejected from contests for unsportsmanlike actions. An excellent way to correct this irresponsible behavior is to fairly hold all student-athletes and coaches accountable for their misdeeds. Therefore, any student-athlete or coach ejected for unsportsmanlike actions shall be ineligible for the next scheduled contest in that sport. The suspended student may not sit on the team bench, enter the locker room, or be affiliated with the team in any way. A student who is ejected a second time shall be suspended for the remainder of the season in that sport. Similarly, a coach ejected for unsportsmanlike conduct shall receive the same aforementioned suspensions given to student-athletes. Those actions that are unsportsmanlike but do not lead to ejection will be reviewed with the student athlete or coach by the principal and the athletic director. The nature of correction will be determined during this meeting.

The teaching of values through participation in interscholastic athletics will not be compromised by the misconduct of participants. This policy sends a strong message to student athletes and coaches that participation in interscholastic athletics is a privilege, and with that privilege comes responsibility. The athletes and coaches not accepting their responsibility relating to good sportsmanship will be dealt with accordingly.

### **SPORTSMANSHIP GUIDELINES – STUDENTS**

1. Should not go onto the playing surfaces at any time including after the end of the game.
2. Should realize that school authorities will take the proper action against anyone who disobeys rules and regulations.
3. Should know and demonstrate the fundamentals of sportsmanship.
4. Should cooperate with cheerleaders.
5. Should exert peer pressure on fellow students whose conduct is unbecoming.
6. Should respect property.
7. Should respect the judgment of the coach and the game officials.
8. Should avoid abusive and profane language and obnoxious behavior.

# DISTRICT #82 ACTIVITY EXPECTATIONS AND VIOLATION PROCEDURES

Participating in a Northwest High School sponsored activity is a privilege, not a right. Any student that chooses to participate in a school-sponsored activity is therefore agreeing to additional behavioral expectations that extend beyond the school grounds. In addition to all expectations outlined in the Northwest Student Handbook, students that choose to represent Northwest in any extra curricular activity agree to abide by the following expectations. Following the below expectations are the intervention procedures and consequences for violations of the expectations.

## I. Northwest Activity Chemical Use Policy

Additional behavioral expectations of Northwest activity participants must be adhered to during the NSAA sanctioned activity calendar year, which for the 2016-2017 school year includes the dates on and between August 7, 2017 through May 30, 2018. These additional expectations also apply to any student representing Northwest during the summer break, in certain circumstances.

### A. Specific Expectations regarding chemical use

1. The student shall lead a drug free lifestyle.
  - a. The student shall not use and/or consume alcohol, tobacco or illegal drugs (including anabolic steroids).
  - b. The student shall not, regardless of quantity, have in possession any alcohol, tobacco or illegal drugs.
  - c. The student shall not knowingly be in the presence of the use of any alcohol, tobacco or illegal drugs being consumed illegally by minors and/or adults.
  - d. The student shall not buy, sell, or give away; alcohol, tobacco products or controlled substances.
  - e. It is not a violation for a student to be in possession of, or use a controlled substance specifically prescribed for the student by his or her doctor.

### B. Procedures for Interventions related to Chemical use

In the event that this policy is violated an intervention related to the alleged violation will occur as follows.

1. The student shall be notified as soon as possible of the alleged rule violation.
2. The student shall meet with the Activities Director. If the student admits to the violation a letter will be sent to the parents explaining the violation and the consequences. If the parent's desire a meeting one will be arranged. If student disputes the violation a meeting will be scheduled with the parent's, student, A.D., and the coaches/sponsors.
3. During the intervention meeting school officials will summarize evidence related to the incident.
4. The student will then have an opportunity to present information and/or evidence related to the incident.
5. School officials may at that time, or at a time within 48 hours of the intervention meeting, explain the consequences are to be administered.
6. School officials will then establish an enforcement date from which all consequences and expectations are to begin and/or end. These dates may or may not coincide with one another and may be or may not be during the same school or activity season of the infraction.
7. Notification of reinstatement of eligibility for the student will be made by the Activities Director before the student can compete or participate in any school activity.

### C. Consequences for Violations of the Chemical Use Expectations

School officials shall use as their guide, but are not limited to, the following guidelines for administering consequences for Chemical Use violations. The following consequences are in addition to ones that may be administered by established state statutes and local school policies

#### 1. Consequences for First Violation may include:

- a. Northwest High School will require the student to participate in a professional evaluation and follow up with recommendations that are provided by the evaluation professionals at the parent's expense. A release of information to school officials will be signed when evaluation occurs.
- b. An alcohol/drug education program endorsed by the school at the parent's expense.
- c. A tobacco education/secession program endorsed by the school at the parents expense.
- d. A fifteen (15)-calendar day suspension from all activities will be enforced from the date established by school officials. All activities may include school dances, attending school events, etc.. Suspension days may or may not be served consecutively. (Example: Seven days may be served at the end of one season and the remainder of the suspension days may be served at the beginning of the next activity season and/or the student's next event.)
- e. If the student chooses not to comply and/or successfully complete any of the aforementioned consequences that were specifically assigned, a sixty (60) calendar day suspension from all activities will be enforced. The beginning date of such a suspension will begin when such failure to comply is verified by school officials and/or when the athletes' next activity session begins.

- f. The student(s) involved in a school sponsored activity at the time of the reported violations may be required to participate in, and/or attend all practice sessions during the time of suspension. They may also be required to attend their scheduled activity.
2. **Consequences for Second Violation may include:**
  - a. Same consequences as First Violation except a thirty (30) calendar day suspension from all activities will be enforced from the date established and if the student chooses not to comply and/or successfully complete any of the aforementioned consequences a one hundred twenty (120) calendar day suspension from all activities will be enforced.
3. **Consequences for Third Violation may include:**
  - a. Student will no longer be eligible to participate in any Northwest activity for the remainder of their attendance in the Northwest School District.
  - b. Student may regain eligibility only by successfully completing a one activity year suspension from all activities and by successfully completing any required educational and/or treatment recommendations at the family's expense. An application for eligibility reinstatement will then be completed by the student and then offered for review by a panel consisting of the Activities Director, Principal and involved activity sponsor(s). If rewarded with eligibility, student will remain on probation for the remainder of their attendance within the Northwest School District.
4. **Additional consequences may include:**
  - a. Removal of letter(s).
  - b. Ineligibility for accolades. These may include, but not be limited to; post season honors, preseason recognition, all-star nominations, honor selections.
  - c. Removal of offices and/or positions held within activities.
  - d. Additional consequences specifically designated by activity sponsor, coach and approved by activity director and/or principal.
5. **Consequences shall be cumulative for grades 9-12 regardless of attendance center.**

## **MANDATORY DRUG TESTING POLICY FOR STUDENTS INVOLVED IN EXTRA-CURRICULAR ACTIVITIES (GRADE 9-12)**

### **MISSION STATEMENT**

The Board of Education for Northwest Public Schools values students' participation in extracurricular activities. Such students, as role models for other students, are a key to our goal to provide the best possible educational program for our students. To achieve our goal and to maximize the skills and talents of our students, it is important that each student understands the dangers of drug and alcohol use.

Participation in extracurricular activities is a privilege which can be taken away for failure to comply with this policy. The purpose of this policy is as follows:

1. To provide for the health and safety of all students;
2. To undermine the effects of peer pressure by providing legitimate reason for students to refuse use of illegal drugs and/or alcohol;
3. To identify students who use illegal drugs and/or alcohol; and
4. To encourage students who use illegal drugs and/or alcohol to participate in appropriate treatment programs.

### **DEFINITIONS**

**TPA:** A Third Party Administrator, which shall use a certified laboratory in testing of samples

**Drugs:** Any substance considered illegal by state or federal law, including but not limited to the Nebraska Uniform Controlled Substances Act, 28-401 et seq., or which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances. For purposes of this policy, drugs shall include the illegal use of alcohol and any "look alike" substances, drugs, or paraphernalia. This policy is intended to cover the maximum amount of substances permitted by law.

**Drug Program Coordinator:** The Drug Program Coordinator shall be the Northwest High School Activities Director.

**MRO:** Medical Review Officer.

**School Year:** From the first day classes commence in the fall, unless the activity begins prior to the first day of classes, in which case it shall include the first day of practice through and including the last day of classes or the last day of the activity in the school year.

**Activity Programs:** Any activity that meets the guidelines of an extracurricular activity at Northwest High School, which shall include the following:

Basketball	Cheerleading	Cross Country	Instrumental Music
Vocal Music	FFA	Football	FBLA
FCCLA	Honor Society	Flag Corps/Drill Team	Student Manager
Golf	One Act Play	Yearbook/Journalism	Striv TV/Videographer
Quiz Bowl	Speech	Swimming	Student Council
Softball	Track	Volleyball	Baseball
Wrestling	Skills USA	Soccer	Mock Trial
Tennis	Student Trainer	Vikettes	

Co-curricular activities and events in which students must participate as part of the requirements for enrollment in and receiving a grade are not covered by this policy and are covered by state law and the district's student discipline policies, rules, regulations, and procedures. However, co-curricular activities and events in which students are not required to participate for the enrollment and grade purposes are considered extracurricular and are covered by this policy.

**Participant and Participant Pool:** Any student who participates in any extracurricular activity, as herein before set forth shall be a participant and his/her name shall be included in the participant pool. A participant shall enter the participant pool upon signing the attached consent form EXHIBIT A and returning said signed consent form to the Activities Director. A participant shall remain in the selection pool for an entire year (365 days) from the date the consent form is returned to the high school Activities Director. A participant may be subject to testing at any time during said 365-day period. Any student who tests positive will continue to be tested through the summer as a "Participant" if that student desires to participate in extracurricular activities in the following school year. A student will be removed from the testing pool if he/she has quit or been cut from an activity. Quitting the activity must occur prior to being selected for testing to be removed from the testing pool of students.

**Sample Collection:** Samples will be collected as directed by the Drug Program Administrator on the same day the student is selected for testing, or if the student is absent an alternate will be selected, in sequential order, from an alternate list provided by the Drug Program Administrator. If a urine sample is required, all students providing samples will do so alone in an individual bathroom or stall with the door closed.

**Drug Program Administrator:** The Board will choose a Third Party Administrator (TPA) for the purpose of determining through random selection the student(s)/ participant(s) to be tested. This will be accomplished by the use of a "Student List," compiled by the district. The TPA, by use of a SAMHSA certified laboratory, shall also process sample results and maintain privacy with respect to test results and related matters.

**Medical Review Officer "MRO":** Northwest High School will utilize an MRO to review all laboratory-reported positive tests. The role of the MRO is critical to protecting the interest of the students. The MRO serves a critical role in determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. The MRO will demonstrate his/her knowledge by being certified by an MRO Accreditation body. The parent or the guardian will be contacted by the MRO or his/her assistant. The MRO will report results of verified positives and/or warrant health and safety issues to the student and to the designated school representative through the TPA.

**Scope of Tests:** The drug screen tests for one or more illegal drugs and/or alcohol. The Drug Program Coordinator shall determine which illegal drugs shall be screened, but in no event shall that determination be made after selection of students for testing. Student samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug use.

**Non-Punitive Nature of Policy:** No student shall be penalized academically for testing positive for illegal drugs or alcohol, unless otherwise permitted by law and the district's student discipline policies, rules, and regulations. The results of drug tests pursuant to this policy will not be documented in any student's academic records, unless otherwise required by law or district policy. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the district shall not solicit. In the event of service of any such subpoena or legal process, the district will notify the student and the student's custodial parent or legal guardian as soon as possible.

## DRUG SCREENING

**General Policy:** Practical experience and research have proven that even small quantities of narcotics, abused prescription drugs or alcohol can affect judgment and reflexes which can create unsafe conditions for students, especially those involved in any activity covered in this policy. Even when not readily apparent, the effect can have serious results for students engaged in activities. Drug-using students participating in extracurricular activities are a threat to co-participants, other students, and themselves, and may make injurious errors. For these reasons, the Board has adopted a policy that all students participating in extracurricular activities must remain substance-free.

**Prohibitions:** All students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having controlled substances, improperly used medications, or any mind/mood altering or intoxicating substances present in their system unless otherwise prescribed by a licensed physician. This includes all "look alike" substances, paraphernalia, and any other such item. The district will not screen items, which appear to be in violation of this policy. If a student has a question as to whether a substance, item, or any other thing may be subject to this policy, the student should ask the principal or activities director.

**Alcohol Use /Possession:** All students participating in extracurricular activities are prohibited from possessing or use of alcohol.

#### **After School Hours Conduct:**

After-school-hours use of drugs, alcohol, or any other prohibited and/or substances is not permitted. This includes all "look alike" substances or items of any kind. All students participating in extracurricular activities should realize that these regulations prohibit all illicit drug use during and away from school activities.

Procedure:

1. All Current Students Participating in Extracurricular Activities

A. Random Testing

The Board authorizes random unannounced screening of all students participating in extracurricular activities. The list of students participating in extracurricular activities contained in the random pool will be updated upon receipt of a signed consent form. Students participating in extracurricular activities who have been selected will be required to report to the designated collection site for testing.

B. Consent

Each student wishing to participate in any extracurricular activity and the student's custodial parent or legal guardian shall consent in writing to drug testing pursuant to the district's drug testing program. Written consent shall be in the form attached to this policy as EXHIBIT A. No student shall be allowed to participate in any extracurricular activity absent such consent.

C. Removal From the Random Testing List

Students who quit or are cut from an activity, prior to being selected for random testing, may request their name be dropped from the testing list. A request form must be signed by the student and his/her parents to be dropped. However, students may volunteer to remain in the pool even though he/she are not part of the activity.

D. Summer Testing. There is an obligation to continue support for students who test positive. Drug testing during the summer will provide another reason for a student to refrain from the use of drugs or alcohol. Any student who has tested positive during a random test will continue to be tested through the summer months under the guidelines established herein. The Drug Program Coordinator will contact the student to establish a location and time for the test to take place.

2. Testing Procedures

A. General Guidelines

The Board shall rely, when practical, on the guidance of the Medical Review Officer in developing a consistent collection and testing protocol.

B. Substances

Substances that students participating in extracurricular activities may be randomly tested for: alcohol, amphetamines, cannabinoids, cocaine, opiates, synthetic opiates and PCP, and other substances, such as but not limited to steroids, barbiturates, and benzodiazepines, without advance notice as part of tests authorized by the Board for safety purposes. Such tests will be coordinated with the Drug Program Coordinator.

C. Testing Procedure

The Board reserves the right to utilize breath, saliva, urinalysis, and any other testing procedures permitted by law. Urine and oral fluid samples which screen positive will be confirmed by GC/MS.

3. Collection Sites.

The Drug Program Coordinator will designate a collection site(s) at Northwest High School where individuals may provide specimens.

4. Collection Procedures

The Board and the TPA have developed and will maintain a documented procedure for collecting, shipping and accessing all specimens. The Board and the TPA will utilize a standard Custody and Control Form for all students participating in extracurricular activities testing. A tamper-proof sealing system, identifying numbers, labels, and sealed shipping containers will

be used for specimen transportation. Collection sites will maintain instructions and training emphasizing the responsibility of the collection site personnel to protect the integrity of the specimen and maintain as proper a collection procedure that is reasonable.

5. Return of Results

The TPA will transmit by a secure method the results of all tests to the DPA's MRO. The MRO will be responsible for reviewing test results of students. Prior to making a final decision, the MRO shall give the individual an opportunity to discuss the result either face-to-face or over the telephone. The DPA shall then promptly tell the principal of the high school which student(s) tested positive.

6. Request for Retest

A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive alcohol test will be confirmed with an EBT device. Students involved in the program may, upon a non-negative test result, request that the split sample be tested (within 72 hours of being notified of the final testing result) at a second nationally certified laboratory from a list provided by the MRO. The request for the test must be submitted in writing to the MRO. Students participating in extracurricular activities are required to pay the associated costs for an additional test in advance. However, the costs will be reimbursed if the result of the split sample test is negative.

**Positive Results:** Whenever a student's test results indicate the presence of any of the substances prohibited (positive test), the following will occur: If the sample tests positive, the custodial parent or legal guardian will be notified and a meeting will be scheduled with the Northwest High School Activities Director (Drug Program Coordinator), the student, and the custodial parent or legal guardian.

**First Positive Test upon self-admission or lab confirmation:**

- DPC & Principal meeting with parent/s and student;
- The Student is notified of suspension from competitions in all extracurricular activities for 15 calendar days during the school year. If all activities in which the student participates cease before the end of the suspension, the remainder of the suspension will carry over to the following year's activities so the student completes the required number of days; and
- Student must complete an approved drug and alcohol education class at the student's expense during the next available session. A district-administered negative test must be provided before the student may return to the activity; and
- Mandatory drug testing, a minimum of once a month, will commence after the first parent meeting for the next 6 months or end upon graduation from Northwest High School.

**Second Positive Test (Grades 9-12):**

- DPC & Principal meeting with parent/s and the student;  
The Student is notified of suspension from competitions in all extracurricular activities for 30 calendar days during the school year. If all activities in which the student participates cease before the end of the suspension, the remainder of the suspension will carry over to the following year's activities so the student completes the required number of days; and
- Student must complete an approved drug and alcohol education class at the student's expense during the next available session. A district-administered negative test must be provided before the student may return to the activity; and
- Mandatory drug testing, a minimum of once a month, will commence after the first parent meeting for the next 12 months or end upon graduation from Northwest High School.

**Third Offense (Grades 9-12):**

- DPC & Principal meeting with parent/s and student;  
The Student is notified of suspension from competitions in all extracurricular activities for 60 calendar days during the school year. If all activities in which the student participates cease before the end of the suspension, the remainder of the suspension will carry over to the following year's activities so the student completes the required number of days; and
- Student must complete an approved drug and alcohol education class at the student's expense during the next available session. A district-administered negative test must be provided before the student may return to the activity; and
- Mandatory drug testing, a minimum of once a month, will commence after the first parent meeting for the next 12 months or end upon graduation from Northwest High School.

**Fourth Positive Test (Grades 9-12):**

- DPC meeting with the parent/s and student;
- Suspension of eligibility to participate in activities for the remainder of the student's time as a student at Northwest High School.

**Refusal to Submit to Drug Use Test:** A participating student who refuses to submit to a drug test authorized under this policy, or fails or refuses to comply with any other provision of this policy (including counseling requirements or recommendations), shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performances and competitions for 12 months from the date of the violation and qualifies as a positive test.

**Adulteration/Substitution:** A participating student found to adulterate/substitute a sample or with paraphernalia that would be used in an attempt to adulterate/substitute a specimen will be treated as a positive test.

**Prescription Drug Error:** A student that is determined to have used a prescription drug without a legal prescription in their name will be given a positive test result by the MRO. If in meeting with the Parent/Guardian it is determined that this is the result of a parent/guardian error and not an intended abuse of the substance, the following will occur: The parent will submit, in writing to the designated official, an explanation of the error and recognition of the law in regards to prescription drugs. Upon receipt of this document and recognition as a reasonable explanation by the Designated Official, the suspension from driving and activities will be lifted and no assessment or intervention will be required. The student will undergo a follow-up drug screen at the parent's expense to ensure the banned substance(s) are gone or in decay. Upon completion of these requirements, this positive test will be removed from the student's record. This rule may only be applied one time in a student's enrollment within the school district. Further errors ruled positive by the MRO would constitute the actions listed above.

**Appeal:** A student participating in extracurricular activities who has been determined by the principal or Drug Program Coordinator to be in violation of this policy shall have the right to appeal the decision to the Superintendent or his/her designee(s). Such request for a review must be submitted to the Superintendent in writing within five (5) calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any extracurricular activities until the review is completed. The Superintendent or his/her designee(s) shall then determine whether the original finding was justified. No further review of the Superintendent's decision will be provided, and his/her decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the Superintendent, which shall be final and non-appealable.

**Record Keeping and Confidentiality:** All records pertaining to participants shall be kept separate from the student records. The record keeping and results of all testing will be held in the strictest confidence. These records will be accessible only to the Drug Program Coordinator or his designee. Records pertaining to a particular student will be destroyed upon his/her graduation from Northwest High School, or one year after his/her class graduation.

## **SEVERABILITY**

Should any sentence, clause, provision, or paragraph of this entire policy be deemed unlawful or unconstitutional, it is intended that, insofar as may be practicable, the remaining portions of this policy shall remain in full force and effect.

## **II. Northwest Activity Code of Conduct**

Additional behavioral expectations of Northwest activity participants are expected to be adhered to by all students in grades 9-12 regardless of the day and month of the year, and without regard to the location of the behavior.

### **A. Expectations regarding Northwest Activity Code of Conduct**

1. Students shall obey all local, state and federal laws. Any violations of such laws, with the exception of minor traffic violations, may result in consequences related to activity participation.
2. Students shall not partake in any form of hazing. Hazing is any activity involving someone joining or participating in a group that humiliates, degrades, abuses, or risks personal harm, regardless of the individual's willingness to participate.
3. A student shall not display inappropriate, disruptive and/or disrespectful behavior on school grounds, at school-sponsored events, and/or in the community at large. Behaviors such as: cheating, fighting, swearing, harassing, skipping school, tardiness and other types of inappropriate and disruptive behavior are not acceptable of Northwest activity members. Such actions may result in consequences outlined below in Section C. These consequences would be in addition to standard school discipline procedures and/or sanctions delivered by legal entities.
4. Additional behaviors not specifically mentioned above that may arise may also be considered violations of the Northwest Activity Code of Conduct.

### **B. Procedures for Interventions related to Northwest Activity Code of Conduct**

In the event a behavior occurs that is deemed by a school official to warrant an investigation the following procedure is to be followed.

1. The student shall be notified immediately of the alleged Code of Conduct violation(s).
2. The student shall meet with school officials. Parents of the student shall also be notified and invited to attend the meeting. The student and/or school officials may invite other members to participate in the meeting that may bring pertinent information. This meeting is to be held as soon as possible.
3. During the intervention meeting school officials will summarize evidence related to the incident.
4. The student will then have an opportunity to present information and/or evidence related to the incident.
5. School officials will then explain the potential consequences that may be administered.
6. School officials will then establish an enforcement date from which all potential consequences and expectations would begin.

7. School officials will then establish a meeting time, if deemed necessary, to share with the student and family the school officials decision in regards to the incident and their standing as a student involved in activities.

**C. Consequences for Violations of the Northwest Activity Code of Conduct**

In the event a behavior occurs and an intervention related to Northwest Activity Code of Conduct is warranted, the following consequences may act as a guide, but not limit the school officials in determining sanctions for the student involved.

**1. Possible Consequences for Violations of Northwest Activity Code of Conduct:**

- a. A professional evaluation and follow up with recommendations of the evaluation at the parent's expense. A release of information to school officials will be signed when evaluation occurs.
- b. Applicable and appropriate education programs endorsed by the school may be required. If such a program is recommended that requires a fee, the student and/or parents are responsible for such expenses.
- c. Suspension, varied in length, from activities from a date established by school officials.
- d. Loss of standing, offices, honors, ranking or other classifications specific to each activity.
- e. Failure to comply and/or successfully complete any consequences may result in the revocation of activity privileges.
- f. Additional sanctions not specifically mentioned may be implemented for each incident and would require individual discretion.

## **NORTHWEST SCHOOL DISTRICT PROCEDURE FOR DUE PROCESS**

Due process is a procedure in which the courts of law recognize as a necessary part of any rules and regulations. Due process furthermore, and of primary importance, recognizes the rights of the individual since it outlines his/her recourse in the event he/she feels a wrong decision has been made. The student grievance procedure outlined in the current Student Handbook is the procedure for a student and his/her parents to follow in appealing decisions relating to eligibility to participate in activities sponsored by Northwest High School. It should be understood that students and parents will be expected to follow the due process steps in the event legal action should be initiated at some later date.

The student grievance procedure outlined in the current Student Handbook should be followed in the enforcing of all rules and regulations adopted by the Board of Education concerning the conduct and eligibility of students participating in school activities. Any student involved in a school activity may utilize the student grievance procedure if a decision of the sponsor/coach/activities director results in suspension from such activity. Participation guidelines are to be found in the appropriate activities guideline booklet.

**NORTHWEST APPEALS CAN BE MADE IN THE FOLLOWING ORDER:**

- A. Director of Activities/Athletics
- B. High School Principal
- C. Office of the Superintendent of Northwest High School
- D. The Board of Education of Northwest High School

## **NSAA'S DUE PROCESS**

Due process is a means of ensuring fairness when a division of the government, such as public schools, deals with individuals. It is not a fixed or rigid concept. There has been considerable debate as to the necessity of procedural due process in an educational setting when co-curricular activities are involved. Courts, depending on jurisdiction, have not ruled consistently on this matter.

The Nebraska School Activities Association's position, because of opinions issued by the Nebraska Supreme Court and The United States District Court for the District of Nebraska, is that if a student is to be suspended from participation in a co-curricular activity because of failure to fulfill or the violation of an Association rule, the student must be provided due process.

Basically, due process consists of the following steps:

1. Inform the student of the rule and the possible penalties.
2. If there is an alleged violation, tell the student what they are accused of doing and the evidence against them (notice).
3. Allow the student and his/her parents an opportunity to explain their version of the facts (hearing).
4. Explain and impose the penalty.
5. Give the student an opportunity for an appeal.
6. Complete the Notice of Ineligibility form and provide the student with a copy.

The NSAA has consistently provided due process to individuals and schools when an alleged violation has occurred. The Association has been placed in a position on occasions when the penalty assessed by the Association was overturned because of a failure on the part of a school to provide due process during the initial determination of the case. In order to correct this problem, the Board of Control adopted the following procedure for school personnel to follow when ruling on the eligibility of a student to participate in NSAA activities:

## Appeal Procedure

In accordance with the requirements of Article I-R Section 2, NSAA Bylaws, each member school and its superintendent, or his/her designate, shall be responsible for the initial investigation and determination of eligibility for its students. The member school shall conduct the initial investigation and shall make the initial determination and declaration to the student of the student's eligibility. In making such determination, the school may request a written interpretation from the NSAA Executive Director of the applicable eligibility rules set forth in the Constitution, Bylaws, and Approved Rulings and Interpretations of the Association.

Any such determination of ineligibility by the member school may be appealed to the Executive Director for a hardship waiver in accordance with the procedure as set forth in Article VI, Section 3, NSAA Constitution.

In addition to a member school having the right to appeal for a hardship waiver, any member school shall sponsor an appeal on behalf of the student declared ineligible upon written request from such student delivered to the Superintendent or his/her designate, within five days after the initial determination by the member school of that student's eligibility.

If the decision of the Executive Director is unfavorable to the student, the member school shall continue to sponsor an appeal on behalf of the student to the Board of Control in accordance with the procedure of appeal set forth in Article VI, Section 1, NSAA Constitution.

All appeals to the Executive Director and to the Board of Control shall be held in accordance with the due process procedures set forth in Article IX, NSAA Constitution.

To summarize, the following steps are to be followed in the enforcement of NSAA Eligibility Rules:

1. Prior to the beginning of the season of a sport during the preseason meeting, inform all participants of NSAA rules.
  - a. Give students and parents copies of the rules.
  - b. Explain the rules if necessary.
  - c. Be certain parental consent form is signed.
  - d. Post copies of the rules where all students can see them.
2. Check on the eligibility of all students prior to the first practice.
3. If there is doubt as to the eligibility of a student, inform the student and if there is doubt on an interpretation, call or write the NSAA Executive Director for an interpretation. The Executive Director will not rule on the case.
4. If a determination is made that the student is ineligible, inform the student and provide the student and his/her parents a hearing.
5. Provide within five days an opportunity for the student to appeal your ruling to the Executive Director. This appeal can be through Hardship Procedure or by use of a letter and documentation of all of the facts of the case.
6. If the ruling by the Executive Director is unfavorable, the ruling may be appealed to the Board of Control.

If the above steps are not followed and an ineligible student participates in an inter school contest, the penalty assessed against the school will be more severe.

**Northwest Activity Guidelines  
Intervention for Policy Violation**

Date of Intervention Meeting \_\_\_\_\_

Name of Student \_\_\_\_\_ Grade \_\_\_\_\_

Persons in Attendance:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Activities student is involved in:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of Violation:    \_\_\_ Chemical Use    \_\_\_ Code of Conduct

Date behavior occurred \_\_\_\_\_

Date school officials became aware \_\_\_\_\_

School official's evidence related to the incident:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's evidence related to the incident:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Suspension Length: Days \_\_\_\_\_ Suspension begins \_\_\_\_\_ Suspension ends \_\_\_\_\_

Other comments regarding suspension:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student Signature \_\_\_\_\_

Guardian Signature \_\_\_\_\_

Activity Director Signature \_\_\_\_\_

Date \_\_\_\_\_

**NORTHWEST HIGH SCHOOL  
ACTIVITIES COMPLAINT FORM**

Date: \_\_\_\_\_

Complainant Name: \_\_\_\_\_

Address \_\_\_\_\_

Home Phone: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Name of Person Complained Against: \_\_\_\_\_

Date of Action Causing Complaint: \_\_\_\_\_

Complaint: (Attach additional sheets as necessary)

Supportive Evidence and/or Witnesses: (Attach copies of materials, if necessary)

\_\_\_\_\_  
Signature of Complainant

**NORTHWEST HIGH SCHOOL  
RESPONSE OF PERSON COMPLAINED AGAINST**

Date Notified of Complaint: \_\_\_\_\_

Signature: \_\_\_\_\_

A signature indicates that the faculty member has been given a copy of this complaint and has been given an opportunity to respond to the complaint.

Response to Complaint: (Attach additional sheets, if necessary)

\*\*\*\*\*

**Recommendation**

- \_\_\_\_\_ I recommend no record be kept and no further action taken.
- \_\_\_\_\_ I recommend a record be kept, but no further action taken.
- \_\_\_\_\_ I recommend that the following action be taken:

\_\_\_\_\_  
Signature of Administrator

I have been informed of the above recommendation. I understand that a recommendation of no record being kept will result in this and all related documents being destroyed. I further understand that any recommendation other than no record being kept entitles me to a hearing, should I request one, before the board of education under the terms of the Negotiated Agreement or State law.

\_\_\_\_\_  
Signature of Faculty Member

\_\_\_\_\_  
Date

## ATHLETIC INSURANCE

In compliance with the Nebraska High School Activities Association and the Northwest High School, students who participate in interscholastic athletics must have some form of accident insurance protection.

- A. The school district is relieved of any and all liability for accidents or injuries connected in any way with the competitive athletic program.
- B. It is the responsibility of the parent or guardian to provide insurance protection for the athlete while he/she is participating in competitive athletics.
- C. The school district makes available a student accident insurance plan which offers coverage for injury resulting from participation in competitive athletics. Information will be made available prior to the fall sports season.
- D. If the student does not choose to buy the school-offered insurance, parents will be required to sign a waiver, indicating they have their own insurance which covers the student. Parents and students are encouraged to retain the benefit schedule of any insurance purchased.

## SPORTSMANSHIP CODE OF CONDUCT

Behavior at school events must not be forgotten. It must be constantly scrutinized and policies regularly rewritten or reinforced.

### I. Fundamentals of Sportsmanship

- A. Show Respect For The Opponent. The opponent should be treated as a guest; greeted cordially on arriving; given the best accommodations; and accorded the tolerance, honesty, and generosity all human beings deserve.
- B. Show Respect For The Officials. The officials should be recognized as impartial arbitrators who are trained to do their job and who can be expected to do it to the best of their ability. Good sportsmanship implies the willingness to accept and abide by the decision of the officials.
- C. Know, Understand And Appreciate The Rules Of The Contest. A familiarity with the current rules of the game and the recognition of their necessity for a fair contest is essential. Good sportsmanship suggests the importance of conforming to the spirit as well as the letter of rules.
- D. Maintain Self Control At All Times. A prerequisite of good sportsmanship requires one to understand his/her own bias or prejudice and the ability to prevent the desire to win from overcoming rational behavior. A proper perspective must be maintained if the potential educational values of athletic competition are to be realized. Good sportsmanship is concerned with the behavior of all involved in the game.
- E. Recognize And Appreciate Skill In Performance Regardless Of Affiliation. Applause of an opponent's good performance is a demonstration of generosity and good will that should not be looked upon as teasing. The ability to recognize quality in performance and the willingness to acknowledge it without regard to team membership is one of the most highly commendable gestures of good sportsmanship. With the fundamentals of sportsmanship as the point of departure, specific responsibilities and expected modes of behavior can be defined.

### II. Participants

The role of the players in sportsmanship is second in importance only to the coach. Players are admired and respected by students of all levels as well as adult spectators. They have significant influence over the actions and behavior of spectators of all ages.

Responsibilities:

- A. Accept and understand the seriousness of your responsibility, and the privilege of representing the school and community.
- B. Learn the rules thoroughly and discuss them with parents, fans, fellow students, and elementary students. This will assist both them and you in achievement of a better understanding and appreciation of the game.
- C. Cooperate with the coaches and always exercise good sportsmanship by living the rules and roles as stated.
- D. Always respect the official's judgment and interpretation of the rules. Never argue or make non-verbal gestures, which indicate disagreement. This type of immature activity may incite undesirable behavior in the stands and by teammates.
- E. Congratulate opponents in a sincere manner following either victory or defeat.
- F. Exercise self-control at all times, accepting all decisions, unusual occurrences, and abiding by them.
- G. Treat opponents with the respect that is accorded a guest or friend. Many lasting relationships may be developed from competitive situations.
- H. Shake hands with opponents prior to the contest and wish them luck. Feel friendly toward opponents immediately when the contest ends.

### III. Reminders to Others:

#### A. Cheerleaders

1. Promote good sportsmanship.
2. Use appropriate cheers and chants at the appropriate time.
3. Concentrate on the game and know what is happening.
4. Never do a yell or chant while the opponent's cheerleaders are doing one.
5. Use pompon routines only when there is enough time to perform them.
6. Use a variety of cheers, songs and chants to keep the fans interested.

7. Support the band and show them appreciation for half-time show.
  8. Show friendship with cheerleaders from opposing school at an appropriate time, perhaps half time.
- B. Chaperones
1. Sit in the section with students.
  2. Know the rules and regulations
  3. Notify the police and ushers in case of violations
  4. Realize that anticipation and example are valuable assets in the controlling of students.
  5. Discourage any acts of poor sportsmanship.
- IV. School Sponsored Activities
- Students who are involved in any offenses at school or school sponsored activities may be suspended from school by the superintendent, principal, or assistant principal on the basis of evidence that strongly indicates that the pupil committed the following offenses against school discipline or moral codes of personal conduct:
- A. Unsportsmanlike conduct involving visiting school teams or delegations, his or her own school teams and representatives or officials of school contests.
  - B. Fighting, spit balling, water pistols, water balloons, firecrackers, snowballing, etc.
  - C. Lewdness.
  - D. Gross disrespect for teachers, school officials and other employees.
  - E. Behavior that seriously interferes with class work or the activities of the school.
- V. Participant Code of Conduct
- A. To always play hard, but according to the rules realize a championship won unfairly would be tarnished forever.
  - B. To abide by officials' decisions knowing it's easy to be a good sport when winning, but the truest test of an athlete's character is to overcome adversity by trying even harder.
  - C. To respect my opponent as a worthy adversary; to realize that he or she is simply another teenager who happens to live in another town.
  - D. To bring pride to my teammates, my family, my school, my community and myself.
  - E. To display the principles of good sportsmanship: Courtesy, humility, self-esteem, because true champions earn more than just a trophy.

## LETTERING REQUIREMENTS

Each time an individual letters, he/she will be awarded a letter certified by the sponsor of that activity at the conclusion of the season. The first time, and only the first time, that an individual letters in any activity at the senior high level, he/she will be awarded by the sponsor of that activity the standard chenille letter representative of Northwest High School.

**FOOTBALL** - To be eligible an athlete must have participated in 16 varsity quarters. If a player enters the game in a quarter for 1 play, that counts as a quarter. A player will also receive quarters for weight room attendance. Attending the weight room 80% of the time is worth 1 quarter, 90% of the time is worth 2 quarters and 100% of the time is worth 3 quarters. At the discretion of the coach

**BASKETBALL** - To be eligible, an athlete must average one quarter of participation for each game scheduled during the regular season. (All tournaments included, except district and state.) The above requirement can be waived in the case of an athlete who has contributed actively to the team. In all cases the athlete must have the coaches recommendation. At the discretion of the coach

**VOLLEYBALL** - To be eligible, an athlete must play in 1/3 of the game in all matches scheduled during the regular season. (All tournaments included, except district and state.) The above requirements can be waived in the case of an athlete who has contributed actively to the team. In all cases the athlete must have the coaches recommendation. At the discretion of the coach

**CROSS COUNTRY** - The athlete may letter by:

- A. Placing in the top 3 runners in a dual meet.
- B. Placing in the top 5 runners in a triangular meet.
- C. Placing in the top 15 runners in any meet larger than a quadrangular.  
(To be eligible in any of the above, the athlete must participate in over 50% of the scheduled meets, district and state not included.)
- D. Placing in the top 7 runners in a quadrangular meet.
- E. Be a scoring member or an individual qualifying for the state meet.
- F. At the discretion of the coach.

**WRESTLING** - The athlete may letter by:

- A. Being in the weight room 80% of the time: 40 points; Being in the weight room 50% of the time: 20 points; Below 50%: 0 points.
- B. Win: 4 points; pin: 10 points; technical fall: 6 points; major decision: 5 points.
- C. If you win a tournament: 15 points
- D. Automatic lettering:
  1. State qualifier

2. State placer

- E. Attending summer camps: 5 points for each camp.
- F. Must accumulate 100 points.
- G. At the discretion of the coach

**GOLF** - The athlete may letter by:

- A. Play in one-third of all dual matches and varsity invitationals.
- B. Seniors who finish the season in good standing.
- C. At the discretion of the coach

**TRACK** - The athlete may letter by:

- A. Average 1.5 points per meet scheduled (state meet not included) and participate in over 50% of the meets.
- B. Placing in an individual event in the conference or district meets.
- C. Being a member of a relay team, which places 3rd or higher in the conference or district meet.
- D. At the discretion of the coach

**SPIRIT SQUAD** - The participant may letter by:

- A. Be a varsity member of the Spirit Club (Cheerleader/Vikettes).
- B. Attend 85% of all varsity athletic competitions throughout the fall and winter sports season combined.
- C. Must not have any demerits.
- D. In all cases, the member must have the sponsor's recommendation.
- E. At the discretion of the coach

**SOCCER** - The athlete may letter by:

- A. Playing in 50% of the halves plus one half. (If we play thirteen games, an athlete must play in 14 halves).
- B. Finishing the season in good standing.
- C. Upon coach's recommendations, (injuries, etc.).
- D. At the discretion of the coach

**SOFTBALL** - A player will earn a letter by achieving 50 competition points. All points must be earned while playing at the varsity level.

One point will be earned in the following ways: Playing one inning of defense; recording a put out or assist; recording a strikeout as a pitcher; each plate appearance; each base earned by walk, hit or error; appearance as a pinch runner; each stolen base; a successful sacrifice bunt; each RBI; double scores 2 pts.; triple scores 3 pts.; home run scores 4 pts.; each run scored.

All players, including JV's will earn 2 points for any varsity win. This recognizes the role that the JV players play in preparing the varsity for competition. All members of the team will letter if the varsity earns a conference title, district championship, or qualifies for state via a wild card.

Finally, coach's discretion may be exercised should a player fail to meet any of the above criteria due to circumstances beyond their control.

**ATHLETIC TRAINING** - The participant may letter by:

- A. Being a student athletic trainer for a varsity sport.
- B. Attend 85% of athletic competitions in fall, winter and spring seasons. Must also attend 60% of varsity competitions in fall, winter and spring seasons.
- C. Must maintain good academic standing.
- D. Finish each season with good standing with head athletic trainer and coaches.
- E. Must be a sophomore or older.
- F. At the discretion of the head trainer.

Other information regarding lettering:

- A. All requirements are based on varsity competition; possible exceptions to varsity competition can be girls/boys cross-country, girls/boys golf, girls/boys track.
- B. When a student accepts their letter he/she agrees: (1) To continue to be active in the extracurricular activities program unless definite personal problems exist or injury occurs.  
The activities/athletic department will award letters. Their respective sponsors following the season will give letters to the students. The above requirements can be waived in the case of an athlete who has contributed actively to the team. In all cases the athlete must have the coaches recommendation.

## GENERAL INFORMATION

### I. Sports Season - NSAA

All interscholastic activities are divided into three seasons: fall, winter and spring. At the conclusion of the spring season, the NSAA ends its authority through the summer months. The season of practice is defined in terms of regularly scheduled classes during the sports season. The division of activities, the date of the first organized practice, and the closing of the season shall be defined under Section Eight of the eligibility rules section in this booklet. No individual may participate simultaneously in more than one sport per season.

## II. Practice Regulations - Northwest High School

- A. No student will ever work out using school facilities unless he/she is under the direct supervision of a sponsor.
- B. Sponsors will encourage their students to participate in another activity during the off-season.
- C. Daily off-season programs will always start after the practice of the activity in season. NSAA rules governing off-season activities will be followed.
- D. No individual will be allowed to change activities during a season unless they have the approval of both head coaches and they must not practice or play for seven school days.
- E. If an individual is dropped from a squad, because of disciplinary reasons, by the coaching staff or if they quit on their own accord, they must not practice for the next sport season using school facilities or under the supervision of a coach/sponsor until the sport, which he/she quit, has been completed.
- F. If an individual is cut from a squad by the coaching staff, he/she may then participate in another activity of that season if permissible under the rules of the NSAA.

## III. Starting, Dismissal and Length of Practice

The individual sponsor will schedule all starting times for practices. All participants are expected to be at the practice site, court or stage at the time set by the sponsor. Under normal conditions, all individuals will be required to report to practice, dressed, no later than twenty minutes from the time of dismissal.

In order that athletes, participants and their parents may plan accordingly and for the welfare of the people involved, the following is suggested concerning the length of practices:

- A. Varsity Participants & Freshman Football ..... 2 hours
- B. Freshman Participants ..... 1-1/2 hours
- C. Junior High Participants ..... 1-1/2 hours

## IV. Team Travel

- A. Transportation: Northwest activity teams and staff members travel to and from activity events by coach/school bus, school vehicle or rental vans. Travel by private car is discouraged, but when used, strict insurance standards are adhered to and adult drivers are used. All members of a team will return from a contest by the same transportation provided for taking them to the contest. Exception: An individual may ride home with his/her parents providing they submit a contest travel release form prior to leaving for the activity from Northwest. The student's parent must gain permission from the sponsor involved by speaking to him/her personally. An individual may return home with parents in an emergency situation. Parents are responsible for transportation to and from practice activities.
- B. Dress: Dress of team members should be clean, neat and in good taste. The wearing of such items as holey blue jeans, etc. on activity trips is discouraged by the activities director's office.
- C. Meals: When an activity team is required to be away from home overnight, meals and lodging will be provided for that organization.
- D. Laws: Activities ensure that Northwest High School programs follow all laws, mandates and policies set up by the state, conference, district and school. All coaches must develop and place into operation appropriate rules and regulations governing the conduct of Northwest High School athletes.

## V. Participating and Attendance

The student will be in school on time the day of any extracurricular activity. The administration reserves the right to make all decisions in extreme or unusual circumstances. Students may be excused to attend district and state activities during the school day only if an advanced make-up slip is picked up and school work is completed before the date of competition is to take place. Students are encouraged to be at all practices scheduled by the sponsor. Should an individual not be able to attend a practice, they must contact the coach/sponsor in advance. Exception: when the participant is absent from school, they do not need to notify the coach/sponsor; however, most sponsors appreciate knowing the reason why the participant is absent from school. Activity participants are always expected to be on time, for practices, contests and departures for contests. Attendance at all practices is required. If a person is unable to attend, he/she must contact the coach before the practice/contest begins. Each coach will have specific attendance requirements.

## VI. Activities on Church Night and Sunday

According to the NSAA, no athletic contest may be scheduled on Wednesday/Sunday. In addition to this, Northwest High School wishes to work cooperatively with the churches of the community.

The policy of the Northwest Board of Education states: "There will be no activities scheduled after 6:00 PM on Wednesday evenings." Exception: When an athletic team is required to play in conference, district or state tournament competition. The policy further states, "there will be no activities scheduled for Sunday." Exception: When a team is required to play a contest on Monday on the varsity level, practices may be scheduled on Sunday afternoon. For all such practices, permission must first be granted through the activities director's office.

## VII. Squad Selection/Cut Policy

As a rule, coaches include as many squad members as possible in order to give everyone a chance. To participate, a squad will be cut for the following reasons only:

- A. When a freshman, sophomore, junior or senior does not stand a chance of playing they will be so advised.
- B. As an individual when they do not wish to follow the activities guidelines.

- C. When a coach/sponsor feels it would be in the best interest of the squad and the individual, only after discussion with activities director.
- D. After the cut, the coach/sponsor is asked to talk individually with the participant and the parents in an attempt to communicate the action.
- E. The coach or sponsor is responsible for the selection of his/her squad.
- F. The coach will allow any athlete missing a day(s) of tryouts due to illness or excused school activity an equal amount of time to be involved before a cut decision on him/her is made.

#### **VIII. Student Responsibility for Athletic Equipment**

When equipment has not been checked in or accounted for between the end of one season and the beginning of next, the student may jeopardize his/her eligibility until the problem has been resolved with the athletic office. Student athletes are responsible for payment of lost or stolen equipment.

At no time should an athlete wear equipment checked out to him/her except for practices and contests. Any athlete found to be wearing school equipment outside of practice or possessing school athletic equipment can expect to be treated as possessing property stolen from Northwest High School.

#### **IX. Dressing Room Policies**

While dressing, all participants will be under the direct supervision of the sponsor in charge. An individual must not linger in the dressing room, be rowdy or endanger the safety of others. The sponsor in charge will deal with all cases of misconduct while dressing.

Participants are always to respect equipment and supplies in the training room. Sponsor's offices and equipment rooms are off-limits to all participants except student managers. Exception: An individual is asked to enter for a conference or discussion.

#### **X. Championship Living**

If an individual or individuals are in public as representatives of Northwest High School, outstanding behavior is expected. If, as a representative, an individual acts inappropriately, (refer to the Student Guidelines for Success and The Northwest Activities Handbook), the individual may be suspended from further participation in activity/activities or may be dismissed from the activity/activities or may be required to perform community service, to be completed before the activity/activities suspension has expired.

Since activities are very demanding, an individual should always use good judgment in such things as his/her outside interests - dating, parties and automobiles.

An individual needs to remember that they are not only representing themselves, but also their school and community in all of their actions.

#### **XI. Maintaining and Enhancing Athletic Performance**

A healthy lifestyle is necessary to maintain performance, and enjoy sports and activities. The basics to good health are essential to learning, improving skill, and stable, consistent performance.

Six common factors of the energetic and "well" athlete include:

- 1) Meals and snacks, high in carbohydrate (plant sources), 5-6 times daily. A moderate fat intake is important to prevent digestion problems during the event, and also to prevent hunger and low blood sugar symptoms that occur with a diet too low in fat.
- 2) Six to eight hours of sleep daily.
- 3) Days of rest, or other activity, to prevent injury, and "burnout", in any week.
- 4) Other interests and relationships outside of the sport / activity.
- 5) A focus on feeling good and maintaining health year round, not just during the season. Extreme diets, diet products, temporary, or long term will increase risk, and decrease performance.
- 6) Striving for and enjoying personal successes, personal "bests", versus competition with all other athletes.

#### **XII. Training Room Regulations**

When the athlete is injured and the injury requires the athlete to see a physician, the athlete will be issued an injury referral form for his/her physician to fill out. This form will include any pertinent information found when the athlete was first evaluated that may be of use to the physician, and any treatments and care given the athlete at that time. The physician is then asked to fill out the bottom portion of the injury referral form that contains questions as to the doctor's diagnosis of the injury, any additional treatment procedures, any restrictions and the possible date for return to athletic competition if applicable. If the athlete goes on his/her own accord to a family physician without informing the athletic trainer, it is the athlete's responsibility to present in writing information as to the doctor's diagnosis, restrictions, or limitations and how long they are to be held out of competition. Before they are allowed to return to practice or competition, the athlete must have a consent form signed by a physician stating that they can return to athletic participation. Only in this way will the athletic trainer be able to keep more accurate records on our young participants.

#### **XIII. Band Trip Policy**

In order to accommodate the planning of trips by the Northwest High School Bands, outside of regularly scheduled activities, this policy will henceforth be followed:

- A. The Northwest Bands will follow a rotating trip schedule to attend festivals and concert tours in addition to their regularly scheduled activities to further educate, reward and aid in recruiting band members.
- B. Beginning with the summer of 1987, the bands will take a minor trip consisting of up to 3 days and 2 nights, including travel, every four years. Alternating with the minor trips, the bands will be taking a major trip consisting of more than 3 days and nights every four years beginning in the 1988-89 school year.

- C. Trips will be arranged by the Director of Bands and approved by the Administration and the Northwest School Board. The Northwest School Board will be notified at the September board meeting in the trip year of the tentative itinerary and costs for their approval.

#### **XIV. School Sponsored Activities**

Students who are involved in any offenses at school or school sponsored activities may be suspended from school by the superintendent, principal or the assistant principal on the basis of evidence that strongly indicates that the student committed the following offenses against school discipline or moral codes of personal conduct:

- A. Unsportsmanlike conduct involving visiting school teams or delegations, his/her own school teams and representatives or officials of school contests.
- B. Fighting, spit balling, water pistols, water balloons, firecrackers, snowballing, etc.
- C. Lewdness - vulgar; indecent; as, lewd talk.
- D. Gross disrespect for teachers, school officials and other school employees.
- E. Behavior that seriously interferes with class work or the activities of the school.

#### **XV. Ski Trip Procedure**

Miss practices the week prior to a scheduled event - no participation. If some practices are attended, then coach's discretion as to amount of event participation.

#### **XVI. Develop Respect**

Just as winning depends on teamwork, it also depends on respect - respect of every individual, teammate, coach, fan, official; or property, of government, and of life. If you do not respect others, then you will not be able to develop the greatest of all - SELF RESPECT.

#### **XVII. Rules and Standards That Govern All Co-Curricular Activities**

The administration, coaches and sponsors expect our students involved in co-curricular activities to be special as they are representing their school, themselves and the community whenever they perform, compete or participate.

#### **XVIII. Year Round Rule and Standards**

At no time during the calendar year shall a student involved in co-curricular activities violate the following rules and standards:

1. Violations of State Law  
A student shall not display behavior, which violates state law such as vandalism, theft, assault and other violations with the exception of traffic violations.
2. Hazing (as defined on page 13 Code of Conduct, Section A-Number 3).
3. Behavior  
A student shall not become involved in major discipline situations at school or school sponsored events or activities such as having to be removed from a class, cheating, fighting and other types of inappropriate and disruptive behavior.
  1. The rules apply YEAR ROUND and affect any student who participates in any co-curricular activity.
  2. The coach or sponsor has the right and responsibility to approach a student and discuss possible violations of the rules.
  3. It is not a violation for a student to be in possession of and to use a controlled substance specifically prescribed for the student by their physician.
4. Students Who Are on Probation or on Parole  
A review committee consisting of two faculty members, two coaches/sponsors and the secondary principal or activities director, must approve students who wish to participate in the co-curricular activities of Northwest High School who are on probation or parole or are placed on probation or parole while an activity season is in progress for participation.
  - a. If the student is on probation or parole at the beginning of an activity season the student must apply in writing for approval from the review committee to participate prior to the beginning of the activity season.
  - b. If the student is placed on probation or parole during the activity season the student must apply in writing for approval from the review committee for permission to continue to participate within two (2) calendar days of the court's decision.
5. Use of Abusive or Profane Language  
The use of abusive or profane language by students will not be tolerated during time in the dressing room, practice or participation in an athletic or activity contest. The penalty will be left up to the discretion of the individual coach or sponsor.

**Compliance with the rules will prevent the team, school or community from being penalized.**

# ***NORTHWEST HIGH SCHOOL***

## ***Athletic Event Fan Conduct***

**By your attendance at an athletic event during the 2016-2017 school year you are expected to positively represent Northwest High School and yourself. It is understood that the following expectations will be followed:**

1. No use of alcohol, tobacco, or other drugs.
2. No profanity.
3. No chants directed at a player, coach or official that is racial, ethnic, or sexist in nature, or that degrades any of the above by chanting their name or constantly mocking an individual.
4. Show respect during player introductions (i.e. Not turning backs on opposing teams, use of newspapers). Follow the direction of cheerleaders.
5. No threats or obscene gestures directed at opposing layers or fans.
6. No demeaning comments directed at opponents (i.e. cheaters, start your tractors).
7. No signs or dress that is negative, demeaning or that projects an image that is not positive.
8. To be positive regarding the play and actions of NHS coaches and players.
9. Other comments and cheers that are deemed inappropriate during the season.
10. Be a positive role model for the rest of the student body and cheering section. Assist in policing our fans to make sure that others are good representatives of Northwest High School and this community.

**It is understood that any violation of the above expectations may result in forfeiture of your ability to attend Northwest High School athletic contests.**

**PROCEDURES ON PREVENTION AND CARE OF INJURY**

A. Training room

1. Appropriate policies should be set and opportunities provided for use of the training room by members of both sexes.
2. The trainer shall set the guidelines for use of the training room and post a schedule of the assignment of student trainers to respective teams and training room duty.
3. The head coaches of the in-season sports shall work with the trainer to maintain cleanliness and orderliness in the training room.
4. Rules and regulations for the use of the training room should be made available to all athletes through their coach.
5. Supervision shall be provided for athletes utilizing the training room. Special caution should be exercised when athletes are using any heat and/or electrical appliances.

**GRAND ISLAND PHYSICAL THERAPY SPORTS CLINIC  
PARENTAL CONSENT FORM**

I \_\_\_\_\_, **do/do not** give consent for the athletic trainer at GI Northwest High School to  
Parent Name  
evaluate, treat and rehabilitate injuries sustained by my son/daughter due to participation in athletic competition/practices both at school as well as at out of town athletic events. I also do/do not give consent to have my son/daughter referred by the athletic trainer to appropriate medical facility/services in the event of athletic injury and/or medical emergency.

I **do/do not** give consent to Grand Island Physical Therapy and Sports Clinic to evaluate and treat (on a two time basis, at no charge) my son/daughter upon referral by the athletic trainer at GI Northwest High School. Based upon evaluate findings at Grand Island Physical Therapy and Sports Clinic, a referral from your family doctor or a specialist will be required in order for your son/daughter to continue physical therapy.

STUDENT/ATHLETE NAME	SIGNATURE OF PARENT/GUARDIAN	DATE
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**POLICIES AND PROCEDURES  
GRAND ISLAND PHYSICAL THERAPY SPORTS CLINIC**

To help ensure continued, consistent and quality care for our high school athletes, we have found it necessary to make some changes in the policies and procedures of our Sports Clinic.

1. The Grand Island Physical Therapy Sports Clinic is open from 7:00 a.m. – 6:00 p.m. Monday-Wednesday-Friday, 8:00 a.m. – 6:00 p.m. Tuesday and Thursday, and from 8:00 a.m.-12 noon on Saturdays.
2. Athletes must notify athletic trainer of any injury prior to going to the Sports Clinic.
3. Each in-town athlete will be evaluated and receive two treatments through the Sports Clinic. If additional physical therapy is needed beyond the initial evaluation and two treatments, the athlete will need to obtain a referral from their physician. At that time, insurance information will be needed for billing purposes. Insurance claims will be filed for you at the end of each month.



## CONSENT TO PERFORM RANDOM DRUG TESTING

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

As a student and parent:

- We understand and agree that participation in extracurricular activities is a privilege that may be withdrawn for violations of the Extracurricular Drug Testing Policy.
- We have read the Extracurricular Drug Testing Policy and understand the responsibilities and consequences as an activity participant if the student violates the policy.
- We understand that when students participate in any extracurricular activity, they will be subjected to random drug testing, and if they refuse, will not be allowed to practice or participate in any extracurricular activity. We have read this consent statement and agree to its terms.
- We understand this is binding while a student is enrolled at Northwest High School.

### CONSENT TO PERFORM DRUG TESTING

We hereby consent to allow the student named on this form to undergo drug testing for the presence of drugs and alcohol in accordance with the Extracurricular Drug testing Program adopted by the Board of Education. We understand that any samples will be sent only to a qualified laboratory for actual testing. We hereby give our consent to the medical vendor selected by the school board, their Medical Review Officer (MRO), laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected medical vendor to perform testing for the detection of drugs and to release the results of those tests as provided in the policy. We understand these results will be forwarded to school district officials and will also be made available to us. We agree to sign any necessary release if requested to do so.

We understand that consent pursuant to this Consent to Perform Random Drug Testing will be effective for all extracurricular activities in which this student might participate during the current school year.

We hereby release the Northwest Public Schools Board of Education and its employees from any legal responsibility or liability for the release of such information and records, pursuant to the policy.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_