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# **Hill City and Northland Community Schools**

**ISD #002 and ISD #118**



**Extra-CurricularExtra-Curricular**

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# Activities Handbook 20243-20254

*ISD #002 and ISD #118 does not discriminate on the basis of race, color, national origin, sex, disability, age, sexual orientation, familial status, religion, creed, gender, marital status, genetic information, or receipt of public assistance in admission, access to, or treatment or employment in its programs and activities.*

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### ATTACHED:

- 2024-2025 MSHSL Eligibility Brochure
- 2024-2025 Sports Qualifying Physical Examination Clearance Form
- Physician's Approval to Resume Participation in Interscholastic Activities Form

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## **WELCOME**

Dear Athletes, Coaches, Parents, and Fans,

Welcome to Hill City and Northland Community Schools activities! It is our belief that extracurricular activities provide an opportunity for our students to learn skills in a team setting. By participating in the activities offered at Hill City and Northland Community Schools, our students will learn dedication, discipline and teamwork. It is our responsibility to ensure that our participants are given the leadership, support and guidance needed to be successful.

We use the philosophy of “Respect the Rivalry – Respect the Game”!

Sincerely,

Carter McLaughlin  
Activities Director

TBD  
Assistant Activities Director

### **Phone Numbers**

Activity Director Number: 218-697-2394 ext. 10193  
Activity Director Email: [claughlin@isd002.org](mailto:claughlin@isd002.org)

Assistant Activity Director Number: TBD  
Assistant Activity Director Email: TBD

Schedules: On school website under Activities.

### **Philosophy**

The Hill City and Northland Community Schools recognize the educational and social benefits of providing competitive activity programs for its students. The activities promote values, discipline, and life skills, which enable students to develop their potential in an atmosphere of fun and friendship.

### **Pre-Season Meetings**

Attendance at Fall, Winter, and Spring activities meetings is required for both parents and athletes. The meeting dates will be posted on the school websites.

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## INTERSCHOLASTIC/INTRAMURAL ATHLETICS

The ISD #002 and ISD #118 Board of Education believes individual students will grow physically and mentally through their experience in self-discipline and their contribution to team effort made possible through competitive inter school and intramural team and individual sports activities.

Participation in interscholastic athletics, as per Minnesota State High School League, shall be limited to ~~students in grades 7-12~~High School students with participation of properly supervised teams from grades ~~7 and 8~~6<sup>th</sup>-8<sup>th</sup> also permitted in a limited program within their own grade levels with other schools.

Commented [JG1]: 6th Grade?

Those teachers having direct responsibility for the conduct of the athletic program of the school are required to conform in all ways to the general education program as established by the Board and administration, including such matters as schedules, financial expenditures, relationships with other schools, and health and safety regulations.

District participation in interscholastic athletics shall be subject to approval by the Board. This shall include approval of membership in any leagues, association, or conferences, or rules for student participation, and of annual sports schedules.

All athletic programs shall operate in accordance with state law M.S. 1978, 126.21 as regards sex discrimination in athletics.

## PHILOSOPHY OF THE EXTRACURRICULAR PROGRAM:

The primary purpose of the ISD #002 and ISD #118 program of athletics and extra-curricular activities will be to provide students with as wide a variety of non-academic educational opportunities as is economically and practically feasible. The program shall select activities that offer students the greatest possible opportunity to develop their physical and intellectual skills, sportsmanship, fair play, and teamwork.

## PURPOSE:

In general, the purpose of activities offered to students in the middle grades (7<sup>th</sup> and 6<sup>th</sup> - 8<sup>th</sup>) will be upon the integration of fundamental skills with the concepts of teamwork and performance, and the development of more sophisticated skills. Every effort will be made to maximize participation for all students in grades 7-8. Sixth grade participation is not universal to all sports. Sixth grade participation will be determined by recommendations to the school board by the activities director on an individual sport/activity basis.

The purpose of activities in the upper grades (9<sup>th</sup> through 12<sup>th</sup>) will be upon the development of sophisticated skills in individuals, and especially upon the development of groups and teams that are, through their demonstration of teamwork, fair play, and perseverance, capable

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representatives and ambassadors of the school. Participation and performance in competitions may be limited to students with appropriate skill levels, as determined by their supervisors and coaches, but will include at least as many students as can be outfitted with available uniforms (where these may be a limiting factor).

### **SUPERVISION AND DIRECTION:**

Each activity in the extracurricular program will be supervised and directed by one or more members of the ISD #002 and ISD #118 staff or by an adult designed by the principal or by the Activities Director. All practices, meets, competitions, and meetings will require the presence of at least one adult supervisor. Supervisors (coaches) are required to supervise all of their players until all members of their team(s) are picked up after a home or away event. Supervisors (coaches) may not authorize practices, competitions, or other meetings to take place in their absence or in the absence of adult supervision, and may, as required by the Minnesota State High School League, be restricted to specified dates and periods for holding practices for MSHSL sponsored activities. Participating students will not be permitted to practice or compete when no supervisor is present. In general, where not governed by other regulations established in this policy or by MSHSL regulations (where applicable), the supervisors and directors will have the right and responsibility to establish all rules and regulations for participation, conduct, appearance, attendance at practices, and performance in competitions. Students' participation will be contingent upon their willingness to abide by the regulations set forth by their supervisors. There shall be no force of precedence imposed upon supervisors in establishing these regulations excepting those expressly stated in this policy.

### **PARTICIPATION AND PERFORMANCE IN COMPETITIONS:**

All students enrolled in ISD #002 and ISD# 118 schools who meet eligibility standards set forth by this policy, by the Minnesota State High School League (where applicable), and by the coaches and supervisors of the activity are entitled to participate. Every effort will be made, at the elementary and junior high level, to give each student equal opportunity to participate and play. Students are expected to attend all practices, unless valid reasons are given to the coach in advance. Good attendance at all practices will be a major factor in determining how much a student will play.

At the varsity level, the right to participate does not guarantee that the student will be permitted to compete or perform. Determination of which participants will compete shall always be the exclusive right of the directors and supervisors of the activity.

### **ELIGIBILITY:**

No student will be excluded from participation in any activity on the basis of race, creed, gender, or ethnicity or ethnic background, although performance in competitions sponsored by the Minnesota State High School League may be limited to students of a specified gender. ISD #002 and ISD#118 subscribes and adheres to all federal regulations governing equality of opportunity to participate in educational activities.

Eligibility standards will include, but are not necessarily limited to:

1. standards set forth by the MSHSL for all MSHSL sponsored activities (as distributed to students prior to the commencement of practices) -- these standards regulate eligibility on the basis of age, academic standing, and compliance with rules concerning use of tobacco, alcohol, and illegal drugs;
1. academic standards as established by the school;
2. compliance with school regulations concerning physical examinations, parental permission, the payment of activities fees, and the payment of fines assessed for lost or damaged books and materials or other legitimate bills;
3. compliance with regulations established by the activities directors and supervisors (coaches) regarding behavioral conduct (both associated with the activity and elsewhere in school), attendance at practices, timely registration, cooperativeness, and, where applicable, adherence to the conditions of the MSHSL Sportsmanship Code (see Appendix A); and
4. appropriate level of physical or technical skill as determined by the activity directors and supervisors consistent with the focus of the activities program.

## **ELIGIBILITY POLICY FOR GRADES ~~6~~7-12:**

### **Academic Standards**

Student-athletes must make progress towards graduation. To do this, they must be receiving credit in every class and passing all classes. The following is the Hill City and Northland Community Schools procedures for student progress.

#### Procedure

Every 3 weeks, student-athletes must turn in their progress reports, with a parent signature, to coaches.

- If the student has an F on this progress report, the student goes into "on watch." They do not have to sit.
- If two consecutive progress reports have an F, then the student must sit for half of the event. The student will still be expected to go to practice during their ineligibility. For football and basketball, it is a half. For baseball and softball, it is 3 innings. For volleyball, it is 2 sets. For cross country, it is missing every other event. This continues the entire 3 weeks. For other events, it will be up to coach and administration discretion.
- If three consecutive progress reports have an F, then the student is out for the entire event. The student will still be expected to go to practice during their ineligibility This continues the entire 3 weeks.
- Once a student has a progress report of no F's, then they reset to the very beginning.
- At the beginning of each season, Activities Directors or Principals will look at the previous quarter grades to determine eligibility for the first 3 weeks of the season.

#### Consequences

- 1st Major Discipline Referral = warning
- 2nd Major Discipline Referral = sit for 1/2 of next game

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- Football and basketball = half a game
- Baseball and softball = 3 innings
- Volleyball = 2 sets
- Cross Country and Track = every other event
- 3rd Major Discipline Referral = sit entire next event
- 4th Major Discipline Referral = sit entire next 2 events
- Etc.

\*It will reset at the next sports season.

### **Behavioral Standards**

Student-athletes are role models at Hill City and Northland Community Schools and should demonstrate our Eagle Pride every day. The following is the Hill City and s Community School procedure for student behaviors.

#### Consequences

- 1st Major Discipline Referral = warning
- 2nd Major Discipline Referral = sit for 1/2 of next game
  - Football and basketball = half a game
  - Baseball and softball = 3 innings
  - Volleyball = 2 sets
  - Cross Country and Track = every other event
- 3rd Major Discipline Referral = sit entire next event
- 4th Major Discipline Referral = sit entire next 2 events
- Etc.

\*It will reset at the next sports season.

### **Suspensions**

1. Student serving in-school-suspension for any reason, will be ineligible to participate in any competition during the date(s) of suspension. They are still expected to participate in practice during that time.
2. Student serving out-of-school-suspension for any reason, will be ineligible to practice or participate in any competition during the date(s) of suspension.

1. \_\_\_\_\_

### **SCHOOL ATTENDANCE:**

Students must be in attendance the **ENTIRE DAY** on the day of competition, contest or practice.

Students must be in attendance at the 8:25 am start time for the beginning of the next school day following the event, contest or game.

Any deviation of this rule must be cleared, in advance by the parent through the coach, Activities

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Director, or Principal's Office. Excused absences will be accepted. Those students not in compliance will not be eligible to participate in the event following the infraction.

However, if trends develop that reflect poor student attendance before or after games, or if it becomes apparent that student activities are having a detrimental effect on school attendance, players will need to take the following actions to remain eligible:

1. Meet with respective coach and Activities Director to develop attendance improvement plan.
2. If attendance concerns persist, a parent meeting with the Activities Director and Principal will be held; consideration will be given to suspending student from respective activity.

Coaches will utilize student attendance; both activity attendance and school attendance, to determine which students participate in activities and which students do not. If a coach feels that poor attendance may create a safety issue or may inhibit student academic success, a coach may withhold a student from an activity until school/activity attendance is improved.

### **PHYSICAL EXAMINATION:**

The MSHSL requires students in grades 6 through 12, who participate in athletics, to have a physical examination at least once every three years. Standard State of Minnesota examination forms are available at most clinics and should be turned into the high school office when the examination is completed. office must have a copy of the physical on file before the student will be permitted to compete.

Although a physical exam is only required every three years by the MSHSL, it is highly recommended by coaches at ISD #002 and ISD #118 that all athletes have a physical exam every year.

### **PARENTAL PERMISSION:**

All athletic participants must present a slip signed by a parent or guardian granting them permission to participate in the activity before they will be allowed to compete.

### **FEES:**

ISD #002 and ISD #118 assesses a participation fee for all of its MSHSL Activities except band and choir.

Fees are required for the following activities:

- Football
- Volleyball
- Basketball

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- Cross Country
- Track and Field
- Baseball
- Softball
- One Act Play
- Speech

6<sup>th</sup>-8<sup>th</sup> Grade - \$35.00 per sport/activity

9<sup>th</sup>-12<sup>th</sup> Grade - \$55.00 per sport/activity

Family max is ~~\$200~~175.

Uniform Deposit is \$100 due at the start of the season. This will be returned at the end of the season when the student has turned in all equipment. Or the check can be applied to the next season.

Activity fees must be paid prior to practicing or have worked out a payment plan with the Activities Director or Principal.

If a student discontinues his/her participation in an activity during the first two weeks of the activities season, including practice time, then he/she may receive a refund of the activity fee upon request. The student must notify the coach during the first two weeks that he/she is no longer participating in the activity. No other refunds are possible.

## USE OF TOBACCO, ALCOHOL, AND CONTROLLED SUBSTANCES:

### MSHSL – Category I Activities

In keeping with MSHSL regulations student violations will be accumulated, during ~~7<sup>th</sup> and 8<sup>th</sup>~~6<sup>th</sup>-8<sup>th</sup> grade then again from 9<sup>th</sup> through 12<sup>th</sup> grade. Violations accrued prior to the 9<sup>th</sup> grade will not be considered for students in 9<sup>th</sup> through 12<sup>th</sup> grades.

#### ~~1.~~ 1. First Violation:

- ~~2.~~ MSHSL consequences will apply, which means that the student shall lose eligibility for the next two scheduled interscholastic events or two weeks of scheduled events for each activity in which

1.

- ~~a.~~ The student participates, whichever is greater. This two- week or two-event consequence will carry over into the next season or if the violation occurs in the spring, it will carry over into the next school year.

2.

#### ~~3.~~ 2. Second Violation:

- ~~a.~~ 1. MSHSL consequences will apply, which means that the student shall lose eligibility for the next six scheduled interscholastic events or three weeks of scheduled events for each activity in which the student participates, whichever is greater. This three week or

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six event consequence will carry over into the next season or if the violation occurs in the spring, it will carry over into the next school year.

4. *Third Violation:*

- a.1. MSHSL consequences will apply, which means that the student shall lose eligibility for the next twelve scheduled interscholastic events or four weeks of scheduled events for each activity in which the student participates, whichever is greater. This four week or twelve events consequence will carry over into the next season or if the violation occurs in the spring, it will carry over into the next school year.
- b.2. Eligibility may be restored after a minimum of six weeks have elapsed and only when the student presents a certificate signed by the director or a counselor of a chemical dependency treatment center indicating that a treatment program has been satisfactorily completed. Students will enroll in dependency treatment at their own expense.

As required by law, all violations of chemical use will be reported to law enforcement and to the local district Chemical Assessment team for review and evaluation.

**Non-Athletic - Category II Activities**

**NON-MSHSL ACTIVITIES**

**Anishinaabe Dance Troupe**~~ANISHINAABE QUIZ BOWL ART CLUB~~

**Anishinaabe Drum Group**

**Anishinaabe Quiz Bowl**

Knowledge Bowl

~~SERVICE LEARNING~~ Student Leadership

Band

One Act Play

Speech

Robotics

**Non-Athletic—Category II Activities:**

Teachers, coaches, directors or advisors of MSHSL and non-MSHSL activities may impose consequences such as not allowing students to participate in pep band, tournaments, concerts, performances, etc.

1. **First Violation:** Two events
2. **Second Violation:** Three events
3. **Third & Subsequent Violation:** Four events. The student may voluntarily enter into a chemical dependence program and be reinstated as per the MSHSL bylaws.

As required by law, all violations of chemical use will be reported to law enforcement and to the local Chemical Assessment team for review and evaluation.

During the investigation of a chemical or any MSHSL or non-MSHSL violation, if the student

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claims they were not in violation, but at a later date, it is found or facts show that the student was in violation, the student will become ineligible for any MSHSL or non-MSHSL activity participation for an additional 9 week period in accordance to MSHSL or non-MSHSL rules.

### **LOCKER AND FACILITY USE:**

It is the responsibility of the student to ensure that all personal belongings are stored within their sports locker and locked at all times during their absence. Lockers and locks are provided to all students. Personal locks are not allowed.

Participants, coaches or advisors shall leave all practice areas and dressing rooms in a neat and orderly condition as well as seeing that all doors are locked and all lights turned off that were used during practices and games. The coach or supervisor is responsible for the supervision of participants until the activity has been completed and is the last one to leave the building.

Coaches or supervisors are also responsible for supervising students while they are in the building waiting for an activity to begin. An area or room should be assigned for students that are waiting for the activity to begin or to load buses for out of town events.

### **TRANSPORTATION**

#### **MSHSL MINIMAL BEHAVIOR EXPECTATIONS FOR COMPETITIONS**

- Respect the American flag and the National Anthem.
- Spectators must wear clothing that covers the entire torso. Those who do not comply or who wear clothing that is vulgar, obscene or that in some other way inappropriate, as determined by school/tournament personnel, will be removed from the arena/stadium if they do not cooperate with this behavior expectation.
- The use of appropriate language is expected at all times. Profanity, negative chants, booing, trash talk, name calling, personal attacks or other acts of disrespect are unacceptable and must be immediately addressed by school and/or tournament administrators.
- Respect the game/contest. Under no condition shall anyone other than the members of the official squad enter the playing surface. No one may interfere with the contest in any way.
- Handheld signs, which do not obstruct the view of others, will be permitted provided they are in good taste. Signs, message boards, "white" boards or other similar items contest/tournament officials deem to be in poor taste will be removed.
- Signs on sticks, balloons, or any other type of artificial, celebratory items are not permitted.
- Artificial noise makers (i.e. megaphones, cowbells, sirens, whistles, thunder sticks, and other similar items) are not allowed.
- Laser lights are strictly prohibited.
- No Pets Allowed Northern Lakes Conference Sportsmanship
- Parents/Guardians are asked to supervise their younger child(ren) during the event.

**Commented [JG2]:** Add Sportsmanship portion from Coaches Handbook, including MSHSL behavioral conduct

### **RESPECT THE RIVALRY -- RESPECT THE GAME**

**Encouraged Behavior:**

- Enthusiastic support of your team
- Good Sportsmanship
- Family Friendly Atmosphere
- Commitment to Safety
- Welcoming Attitude to all Fans and Visitors

**Unacceptable Behaviors:**

- Disruptive, unruly or intoxicated behavior
- Foul or abusive language or obscene gestures
- Rudeness to fellow fans or NHS personnel
- No one, other than the coaches and teams, is allowed on the field/court at any time
- Use of alcohol or tobacco at NHS athletic events
- Intoxicated or disruptive fans

Fans who display unacceptable behaviors will be subject to sanctions, including refusal of admittance, removal, and/or arrest. The Northern Lakes Conference is a tradition-rich conference comprised of seven schools in Northeastern Minnesota: Bigfork, Deer River, Greenway, Hill City, Little Fork/Big Falls, Nashwauk-Keewatin, and Northland Community Schools. The Northern Lakes Conference is committed to developing and practicing good sportsmanship throughout all of their programs.

The Northern Lakes Conference has adopted the following:

• Sportsmanship Creed

○ It is read by the public address announcer prior to every athletic contest and published in the event program.

○ **The creed states:** Sportsmanship and courtesy go hand in hand. Good sportsmanship is strived for in all Northern Lakes Conference events. Good sportsmanship is a responsibility of players, coaches, faculty, cheerleaders, students, adult spectators, officials and the media.

**EXPECTATIONS OF STUDENT PARTICIPANTS:**

1. Treat opponents with respect—shake hands prior to and after contest.
2. Respect judgment of contest officials, abide by rules of the contest and display no behavior that could incite fans.
3. Cooperate with officials, coaches, and fellow participants to conduct a fair contest.
4. Shake hands with officials at the conclusion of the contest.

**EXPECTATIONS OF COACHES:**

1. Always set a good example for participants and fans to follow, exemplifying the highest moral and ethical behavior.
2. Instruct participants in proper sportsmanship responsibilities and demand that they make sportsmanship the no. 1 priority.
3. Respect judgment of contest officials, abide by rules of the event and display no behavior that could incite fans.
4. Treat opposing coaches, participants and fans with respect. Shake hands with officials,

- opposing coach in public.
- 5. Develop and enforce penalties for participants who do not abide by sportsmanship standards.
- 6. Shake hands with the officials at the conclusion of the contest.

#### EXPECTATIONS OF SPIRIT GROUPS:

- 1. Stimulate desired crowd response using only positive cheers, signs and praise without antagonizing or demeaning opponents.
- 2. Treat opposing spirit groups and fans with respect.
- 3. Recognize outstanding performances on either side of the playing field or court.
- 4. Understand rules and strategies of the contest in order to cheer at proper times.
- 5. Maintain enthusiasm and composure, serving as a role model.
- 6. Sportsmanship behavior must be practiced by the group. The school district will not tolerate unacceptable practices such as taunting, or any other type of negative behavior directed at our opponents. Individuals or groups not abiding by good sportsmanship practices will face disciplinary actions.
- 7. All signs and location of signs must be approved by game management.
- 8. Respect the efforts of the cheerleaders.
- 9. Sing the Sportsmanship song along with the cheerleaders:

#### SPORTSMANSHIP SONG

Come on let's raise our voices loud and strong<sup>1</sup>  
And give a cheer to boost our team along  
Let's urge the teams to fight with all their might,  
And win a victory in sportsmanship tonight.  
For if we win or lose, we'll never fuss  
We'll make our Alma Mater proud of us.  
So with a loud and lusty hip  
hurrah Our friendly foes we'll  
play.

#### EXPECTATIONS OF FANS:

- 1. Realize that a ticket is a privilege to observe a contest and support High School activities not a license to verbally assault others or be generally obnoxious.
- 2. Respect decisions made by contest officials.
- 3. Respect other fans, coaches, and participants.
- 4. Be a FAN. NOT A FANATIC!!!!
- 5. Be an exemplary role model by positively supporting teams in every manner possible, including content of cheers and signs.
- 6. Maintain self control at all times.
- 7. Parents are asked to maintain control of younger children during an event.

### **GENERAL RULES AND REGULATIONS GOVERNING ACTIVITIES PARTICIPATION (INCLUDING ALL EXTRACURRICULAR ACTIVITIES)**

2. \_\_\_\_\_ Student serving in school suspension for any reason, will be ineligible to participate in any competition during the date(s) of suspension. They are still expected to participate in practice

during that time.

~~3. \_\_\_\_\_ Student serving out of school suspension for any reason, will be ineligible to practice or participate in any competition during the date(s) of suspension.~~

~~4. \_\_\_\_\_ Participants, coaches or advisors shall leave all practice areas and dressing rooms in a neat and orderly condition as well as seeing that all doors are locked and all lights turned off that were used during practices and games. The coach or supervisor is responsible for the supervision of participants until the activity has been completed and is the last one to leave the building.~~

~~a. \_\_\_\_\_ Coaches or supervisors are also responsible for supervising students while they are in the building waiting for an activity to begin. An area or room should be assigned for students that are waiting for the activity to begin or to load buses for out of town events.~~

~~5. \_\_\_\_\_ As a rule, for liability purposes, students are to use school transportation to and from school sponsored events and activities. Students are to be released only to their own parents or guardians unless permission was granted by the principal or his designee in advance.~~

~~a. \_\_\_\_\_ Under no circumstances will a student be permitted to provide his(her) own transportation to or from an event held off the school grounds, nor will a student participant be permitted to ride with another parent or person unless approved by the principal or his designee.~~

~~6. \_\_\_\_\_ Students that willfully, without permission from the coach, advisor or superintendent or his designee use transportation other than stated above, shall lose eligibility for the next two interscholastic events or two weeks of scheduled events for each activity in which the student participates, whichever is longer.~~

~~7. \_\_\_\_\_ Students may, on occasion, be asked to contribute to the cost of food, transportation and lodging. This will be done in accordance with district policy.~~

#### **CHAIN OF COMMAND (REFER TO ISD #118 POLICY 540)**

~~Please follow proper chain of command when addressing concerns about the activity.~~

- ~~1. Team Captains~~
- ~~2. Respective Level Coach~~
- ~~3. Head Coaches~~
- ~~4. Activities Director~~
- ~~5. High School Principal~~
- ~~6. Superintendent~~
- ~~7. School Board~~

Please follow proper chain of command when addressing concerns about the activity.

8. Team Captains
9. Respective Level Coach
10. Head Coaches
11. Activities Director
12. High School Principal
13. Superintendent
14. School Board

#### **PROCEDURE FOR ADMINISTERING THE CODE OF CONDUCT AND ELIGIBILITY REGULATIONS**

**Commented [JG3]:** Add Chain of Command and Policy 540 - make it the same as Coaches Handbook

All allegations and complaints relative to a student's violation of the Code of Conduct, all inquiries, investigations of complaints, disciplinary actions taken, and appeals of disciplinary decision will be handled according to guidelines established by the Minnesota State High School League as outlined in Appendix B. Student participants will be expected to provide their own clothing for practices, and their own shoes, socks, underclothing, towels, and toiletries for both practices and competitions. They will also provide any accessories to standard uniforms that are not required equipment (e.g., special eyeglasses and special footwear).

Students who require medication or who have sustained unusual injuries will be required to provide their own medications. Under no circumstances will any activity supervisor administer medication of any sort (including aspirin) to a student participant. The school will not be required to provide meals or food allowances for student participants while students are on activities trips. The school does however, have the option of providing food and lodging to those competing above the district level.

Student participants will be expected to keep their practice clothing clean and may be asked to clean uniforms and equipment issued to them by the school.

## **INJURIES AND INSURANCE COVERAGE**

ISD #002 and ISD #118 assumes no liability for illness or injury to any student participating in athletics or extracurricular activities not due directly or indirectly to negligence on the part of activities supervisors.

District employees are expected to take reasonable and accepted precautions against injury and provide proper maintenance of equipment and facilities. Students who engage in activities such as football, wrestling, basketball, etc., do so with the knowledge that injuries are not uncommon to these sports. Coaches are strongly encouraged to provide students both with understanding of the risks they are taking by participating, and with a vigorous conditioning program to guard against undue risks of injury.

In the event of injuries and illnesses of which coaches are aware, reasonable accommodations will be made for the student so as not to aggravate the condition or prolong the period of recovery. When a student's health precludes his (her) from practicing and performing as expected, (s)he may be asked to provide written recommendations from a physician indicating the nature of permissible and not permissible activities and indicating a time at which full participation can be resumed. Ill and injured students who do not obtain physician's recommendations may, in some circumstances, be withheld from participation.

The health and well-being of our students is a paramount concern. Coaches and supervisors will take every reasonable action to secure adequate and immediate assistance in handling injuries that result from students' participation in practice and competition. In the case of injuries that are serious or life-threatening, however, EMT or professional help will be secured immediately without regard for the students' level of insurance coverage or parents' ability to pay.

ISD #002 and ISD #118 does not carry any individual student insurance. However individual insurance is made available as an option to each parent/student at their expense. This insurance

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information is provided to each student and parent at the beginning of the school year.

1. ~~ISD 118 PROCEDURES FOR SCHOOL SPONSORED TRIPS~~

2. ~~AS A RULE, FOR LIABILITY PURPOSES, STUDENTS ARE TO USE SCHOOL TRANSPORTATION TO AND FROM SCHOOL SPONSORED EVENTS AND ACTIVITIES. STUDENTS ARE TO BE RELEASED ONLY TO THEIR OWN PARENTS OR GUARDIANS UNLESS PERMISSION WAS GRANTED BY THE PRINCIPAL OR HIS DESIGNEE IN ADVANCE.~~

a. ~~UNDER NO CIRCUMSTANCES WILL A STUDENT BE PERMITTED TO PROVIDE HIS(HER) OWN TRANSPORTATION TO OR FROM AN EVENT HELD OFF THE SCHOOL GROUNDS, NOR WILL A STUDENT PARTICIPANT BE PERMITTED TO RIDE WITH ANOTHER PARENT OR PERSON UNLESS APPROVED BY THE PRINCIPAL OR HIS DESIGNEE.~~

3. ~~STUDENTS THAT WILLFULLY, WITHOUT PERMISSION FROM THE COACH, ADVISOR OR SUPERINTENDENT OR HIS DESIGNEE USE TRANSPORTATION OTHER THAN STATED ABOVE, SHALL LOSE ELIGIBILITY FOR THE NEXT TWO INTERSCHOLASTIC EVENTS OR TWO WEEKS OF SCHEDULED EVENTS FOR EACH ACTIVITY IN WHICH THE STUDENT PARTICIPATES, WHICHEVER IS LONGER. STUDENTS MAY, ON OCCASION, BE ASKED TO CONTRIBUTE TO THE COST OF FOOD, TRANSPORTATION AND LODGING. THIS WILL BE DONE IN ACCORDANCE WITH DISTRICT POLICY.~~

1. Each student must have a signed permission slip and signed emergency authorization slip prior to leaving the campus for the trip. This can be completed at the beginning of a season for extra-curricular activities/sports and apply to the entire season. All permission slips and emergency authorization slips are to be taken on each trip.

2. For liability purposes, students are to use school transportation to and from school sponsored events and activities. Students are to be released only to their own parents or guardians unless permission was granted by the principal or his designee in advance.

4. Students are not permitted to provide his(her) own transportation to or from an event held off the school grounds, unless approved by the principal or his designee.

3.

4. No student is permitted to travel with or leave the school group with someone who is not an assigned coach, advisor, pre-approved trip chaperone, or the student's parent/legal guardian without the written permission of the student's parent/guardian.

2. Students that willfully, without permission from the coach, advisor or superintendent or his designee use transportation other than stated above, shall lose eligibility for the next two interscholastic events or two weeks of scheduled events for each activity in which the student participates, whichever is longer.

5.

3. Fast food or family-style restaurants should be used for school sponsored trips. Examples of such restaurants include: McDonalds, Subway, Perkins, etc. Restaurants that serve alcohol are not approved eating establishments for school sponsored trips **unless** pre-approved by the superintendent and will be considered only when determined to be educationally relevant to students.
- 6.
4. Absolutely no alcohol ~~or drug or marijuana?~~ consumption is permitted during the duration of the school sponsored trip by any district employee, advisor, student, or chaperone assigned to the trip. Illegal drug use is prohibited.
- 7.
5. Recreational activities and entertainment options during school sponsored trips should be age-appropriate, respectful, and represent a positive image to our students. Examples of appropriate entertainment are athletic events, museum or zoo visits, movies that are age-appropriate to the students on the trip (i.e.: no "R" rated movies if there are students under the age of 17 on the trip), theater productions that are age-appropriate to the students on the trip, etc. School sponsored trips should not include recreational activities and/or entertainment that include violence, sexual content, drugs/alcohol or any other content that portrays a negative image. Any exceptions are to be pre-approved by the superintendent and will be considered only when educationally relevant to students.
- 8.
9. The superintendent must pre-approve plans for overnight trips to include student names, emergency contact names/phone numbers, approved chaperone names, district employees participating, trip itinerary, hotel accommodations and a summary of sleeping and supervision assignments. Once initial superintendent approval is obtained, the plan will be presented to the Board for final approval. Final revisions to the plan are to be provided to the superintendent prior to trip departure.
10. The lead teacher, head coach, and/or advisor have primary responsibility to oversee any school sponsored trips. This includes making all arrangements; ensuring required permission is obtained and taken for each student; assigning and ensuring proper supervision during the trip; ensuring that all district employees, students, and chaperones are aware of the expectations; obtaining any necessary administrative permissions and/or pre-approvals; handling of funds; and communicating effectively with everyone in regard to the trip. Any concerns that occur in regard to any trip are to be immediately reported to school administration.
6. ~~The superintendent must pre-approve plans for overnight trips to include student names, emergency contact names/phone numbers, approved chaperone names, district employees participating, trip itinerary, hotel accommodations and a summary of sleeping and supervision assignments. Once initial superintendent approval is obtained, the plan will be presented to the Board for final approval. Final revisions to the plan are to be provided to the superintendent prior to trip departure.~~

Board Approved ??

7. ~~The lead teacher, head coach, and/or advisor have primary responsibility to oversee any school sponsored trips. This includes making all arrangements; ensuring required permission is obtained and taken for each student; assigning and ensuring proper supervision during the trip; ensuring that all district employees, students, and chaperones are aware of the expectations; obtaining any necessary administrative permissions and/or pre-approvals; handling of funds; and communicating effectively with everyone in regard to the trip. Any concerns that occur in regard to any trip are to be immediately reported to school administration.~~

Board Approved ??

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## EMERGENCY INFORMATION FORM

### General Information

This information will be kept with coaches in case of emergency.

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

Parent's/Guardian's Name: \_\_\_\_\_ Cell#: \_\_\_\_\_

Employed At: \_\_\_\_\_ Work#: \_\_\_\_\_

Parent's/Guardian's Name: \_\_\_\_\_ Cell#: \_\_\_\_\_

Employed At: \_\_\_\_\_ Work#: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **Emergency Contact List**

Person(s) authorized to care for student when parent/guardian cannot be reached:

Name	Relationship	Phone #

Board Approved ??

## Health Information

Physician: \_\_\_\_\_ Phone #: \_\_\_\_\_

Dentist: \_\_\_\_\_ Phone #: \_\_\_\_\_

We would appreciate knowing if your child has any medical or physical conditions of which we should be aware of. For example: *allergies, heart murmur, diabetes, migraines, epilepsy, asthma, etc.* Please list all such conditions:

Medical Conditions: \_\_\_\_\_

Allergies: \_\_\_\_\_

The following procedures need to be followed if the condition is aggravated:

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In case of an emergency and a parent/guardian/designated person cannot be reached, your child will be transported to the nearest medical facility at the discretion of the emergency responders.

Please transport to \_\_\_\_\_.

List all medications your child is taking on a regular basis whether at home or at school. We need to have a copy of the possible side effects paper which comes from your doctor or pharmacy, the exact dosage and the times your child takes the meds. The more detailed you provide, the better we can administer to your child in case of an emergency.

Medication	Dosage	Time Given

## Medication Guidelines

Please read the following guidelines to be sure you are providing us with the necessary documentation for the safety of your child and you are following these steps.

### A. Prescription Medication

- You must provide the school with a written authorization (Administering Prescription Medications Form) completed by a licensed physician when requesting medication be administered during the school hours. The office has this form.
- A new Administering Prescription Medications Form needs to be filled out annually by a licensed physician or when a change in the prescription or requirements for administration occurs.
- Prescription medication must come to school **by the parent** in the **original container appropriately labeled for the student by the pharmacy** and left with the appropriate school personnel. Medications must not be transported on the bus. (Exception – inhalers. Need Letter for Self- Administering Inhalers form completed by a parent. This form is available in the school office.)
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### B. Non Prescription Medications

- Non prescription medications must come in the original container.
- Parents must submit a written authorization which includes directions for administering and an ending date of administration. This includes aspirin and Tylenol.

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

Board Approved ??

## TRANSPORTATION PERMISSION

### Hill City and ~~Independent School District #118~~ Northland Community Schools ISD #002 and ISD #118

*Release of Liability for Students Transported to or from Co-Curricular Activities*

Student's name \_\_\_\_\_ is a member of the Hill  
City Hornet's, Northland Eagle's or HCN Storm

\_\_\_\_\_ team and has  
permission to ride home from away games with any of the following adult drivers for the duration  
of the season.

Driver's Name	Driver's Phone Number

**Athletes will notify the coach before each game regarding their transportation home.**

I agree to hold Independent School District #002 and ISD #118 harmless in the event of injury to  
the student, including any property damages, while the student is being driven from the activity by  
transportation other than that provided by ISD #002 and ISD #118~~District 118~~.

In addition, I agree not to assert against the district, all current, former and future members of the  
school board of the district, the current, former and future employees of the district, and the heirs,  
executors, administrators, successors and assigns, in any court of law, any claim or claims that the  
student and/or the parent or legal guardian had, now have, or may have in the future, whether  
known or unknown, based on any injuries sustained by the student while being so transported.

I have read and voluntarily sign the release and waiver or liability, and further agree that no oral  
representations, statements or inducements apart from the foregoing written agreement have been  
made.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of Parent/Guardian

Board Approved ??

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

\*\*Copies to Student File and Coaches