

HORACE MANN
MIDDLE SCHOOL



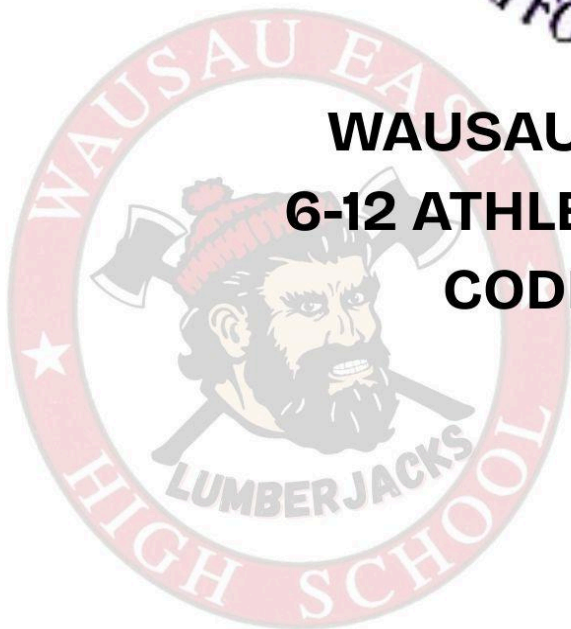
WAUSAU SCHOOL DISTRICT



EDUCATING FOR THE FUTURE, ONE CHILD AT A TIME



WAUSAU SCHOOL DISTRICT 6-12 ATHLETIC AND ACTIVITIES CODE OF CONDUCT



The Wausau School District does not discriminate on the basis of race, age, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes").

1. PHILOSOPHY OF CO-CURRICULAR ACTIVITIES

The Wausau School District believes that co-curricular activities are a vital component of the District's educational program. Activities should be a positive learning experience, allowing students to achieve their greatest potential in their chosen activity. In addition, selection to a team or co-curricular activity is both an honor and privilege and, as such, carries responsibilities and the expectation that students will demonstrate leadership in that activity. As leaders, students are visible representatives of the Wausau School District and its programs. This position means they must demonstrate the highest personal standards of excellence, determination, integrity, and self-discipline.

Wausau School District students will be recognized for their achievements in co-curricular activities. Behaviors that are detrimental to themselves or those they represent will not be acceptable. Dishonesty, unsportsmanlike behavior, and use of controlled substances or conduct unbecoming of a student-athlete/activity member cannot and will not be tolerated by the Wausau School District. The Student Activities Code will be administered fairly and without exception for students participating in co-curricular activities.

2. PURPOSE OF ACTIVITIES CODE

The Activities Code of the Wausau School District is established to provide clear and consistent expectations for students **in grades 6-12** participating in District sponsored activities and as required by the Wisconsin Interscholastic Athletic Association (WIAA). Taken together with the Coach's/Advisor's Expectations, the Code is intended to define for those it governs the ideals of good citizenship, fair play, and responsibility for one's individual actions. This Handbook has been prepared for students for informational purposes only. None of the statements, policies and procedures, rules, or regulations contained herein constitute a contract, express or implied, or create any right or benefit. The District has the discretion to change its policies or practices at any time with or without notice, including as to any specific issue that may arise within the scope of this Handbook.

3. Definition of Co-Curricular Activities

Co-Curricular activities include any school related activity that is offered outside of academic class requirements. Co-Curricular activities are divided into five distinct categories. School district policies and school rules govern all student activities. In addition, each category has unique rules and expectations which regulate participation.

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Category 1 – Athletics

All interscholastic athletics are governed by the Wausau School District's Athletic and Activity Code of Conduct and the Wisconsin Interscholastic Athletic Association (WIAA). The WIAA is a voluntary, incorporated and non-profit organization located in Stevens Point, Wisconsin. Most private and public high schools in the State of Wisconsin Offering interscholastic athletic programs are members. All WIAA and other pertinent conference, national and state governing regulations as published will apply and are available upon request.

Girls' Sports

Cross Country
Golf (HS only)
Swimming
Tennis (HS only)
Volleyball
Basketball
Wrestling
Ice Hockey (HS only)
Lacrosse (HS only)
Softball
Soccer
Track

Boys' Sports

Cross Country
Football
Soccer
Basketball
Ice Hockey (HS only)
Swimming (HS only)
Wrestling
Baseball
Golf (HS only)
Lacrosse (HS only)
Tennis (HS only)
Track

Category 2 – Competitive Activities

Activities that are competitive in nature are governed by the same code requirements as interscholastic athletics. Activities included under Category 2, but not limited to the following are:

Cheer/Stunt	Curling	Archery Club
Skills USA	DECA	Mock Trial
FFA	Educators Rising	Robotics
Science Olympiad	HOSA	Forensics
FCCLA	ESports	Science Olympiad
Solar Olympics	Finance Quiz Bowl	Nordic Ski
Alpine Ski	Fishing Club	

Category 3 – Leadership & Public Recognition Activities

This category includes those activities that have, as their membership, representatives elected or appointed to positions of leadership and/or public recognition. There will generally be an application or nomination process established by the building administration for these activities.

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Students in this category are expected to be representative of the values, expectations and ideas espoused by the school and school district.

Students participating in any Category 3 activities will be expected to comply with the academic rules, attendance rules, and conduct rules listed as part of the WSD Athletic and Activities Code of Conduct. In order to be eligible to participate, students must be in good standing, exhibit proper school behavior, and have no school violations. Students who violate stated rules are subject to removal from the activity as deemed appropriate by the activity advisor and/or the building administration. All eligibility determinations will be made by the advisor in consultation with the building administration. Athletic and Activities Code of Conduct violations could affect awards and recognitions as deemed appropriate by the Activity Code Council.

Activities included under Category 3, but not limited to the following are:

National Honor Society	KEY Club (officers)	Badger Boys/Girls
Commencement Speakers	Student Council (officers)	Warrior Way
Courts (Homecoming, Prom, etc.)	Team Managers	Raise Your Voice (officers)

Category 4 – Music/Class Related Activities and Public Performance Groups

This activity area is governed by the relationship between classroom enrollment and the requirements for performance as an aspect of grading by the instructor and/or advisor. Behaviors under this category remain under the direction of the building principal and the supervision of the individual classroom instructor and/or advisor. All students participating in the respective activities will adhere to school board policies, school rules, and classroom rules. All eligibility determinations will be made by the advisor with the building administration.

Activities included under Category 4, but not limited to the following are:

Yearbook/Magazine

Musicals, Plays, One Acts

Band-all curricular

Pep Band
Jazz Band
Band Stock

Orchestra-all curricular

Silver Strings
Chamber Music
Pit Orchestra

Choir-all curricular

Prestige
Master Singers
Pop Concert
Variety Show

Solo/Ensemble----->

Travel----->

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Category 5 – Intramural and Interest Clubs

Interest clubs are defined as those clubs generated by student or staff interest. Students participate on a voluntary basis and are not involved in public performance.

The WSD Athletic and Activities Code of Conduct does not affect student participation in intramurals or interest clubs. Intramurals and interest clubs will be governed by School Board policies, school rules and regulations, and the written intramural or interest club rules. In cases where disciplinary situations may arise, the advisor will confer with the building administrator to determine appropriate actions.

Activities included under Category 5, but not limited to the following are:

Raise Your Voice (members)	Drama Club	French Club
German Club	International club	Spanish Club
G2M	MS/HS Intramurals	Ski/Snowboard Club
Environmental club	Astronomy Club	Chess Club
Peyton's Promise	Math Club	Alpine Ski (MS only)
HASA	Dance United	6th Gr. Soccer
6th Gr. Volleyball	Boys Swimming (MS only)	6th Gr. Basketball
Golf (MS only)	Link Crew	KEY Club (members)
Student Council (members)		

4. PROCESS TO FOLLOW TO BECOME INVOLVED IN ACTIVITIES PROGRAMS

Before a student may participate in an activity, the student and parent(s)/legal guardian(s) must:

A. Annually attend one general High School Activities Code presentation (**not required at the middle school**) that is held three times throughout the year at which:

1. The High School Activities Code will be explained and reviewed.
2. District policies relevant to activities participation will be reviewed.
3. Co-curricular activities will be presented.
4. Annually, **complete the athletic on-line registration, which includes sign (or electronically sign) and return** the Activities Code, coaches expectations, emergency medical card, and insurance waiver.
~~. Sign and return the Coach's/Advisor's Expectations and emergency medical card.~~
5. Pay user fee before the first contest/event, if applicable.
6. Athletics:

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- Prior to the first day of practice a WIAA physical examination and permit card (signed by a licensed physician/physician assistant or advanced practice nurse practitioner **and parent/guardian**) must be submitted every other school year.
- In alternate years, the alternate year card must be signed by a **parent/guardian** and submitted.
- ~~A signed WIAA eligibility form must be submitted.~~
- Parents/guardians and students **in grades 6-12** must attend a mandatory coach's meeting prior to the first competition.

7. Activities:

- Parents/Guardians and students may be required to attend an advisor's meeting.

5. REGULATIONS OF THE **6-12 ATHLETICS AND HIGH SCHOOL ACTIVITIES CODE**

The student must be a full-time student and is required to follow the conditions set forth in the **6-12 Athletics and High School** Activities Code on a year-round (12 month) basis, and he/she must make a commitment to the following:

A. Attendance

The student must be in a full day of attendance (not including in-school suspension) to be able to participate in any **contest activity** that day. Students leaving school for illness may not participate in any activities that same day. The only exceptions to this requirement are:

1. Excused absences not to exceed one-half of the student's scheduled classes;
2. Family emergencies (such as funerals) approved by the Activities Director;
3. Absences with administrative approval;

Habitual Truancy: Students that are cited for habitual truancy shall be suspended from participation in co-curricular activities. Students may earn reinstatement by having (15) days free of unexcused absences. Further unexcused absences will cause additional suspension from co-curricular activities. **HABITUAL TRUANT** is defined under Wisconsin Statutes as "a pupil who is absent from school without an acceptable excuse under sub. (4) s.118.15 for part or all of five (5) or more days on which school is held during a school semester".

B. Academic

In order to be academically eligible, a student must have no failing quarter grades. A student not meeting this criterion will be ineligible for activities for fifteen (15) consecutive

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scheduled school days and nights. The ineligibility will begin on the fifth (5th) scheduled school day following the end of the first (1st), second (2nd), or third (3rd) quarter. Eligibility for activities that begin on or before the first (1st) quarter of the new academic year shall be based on the previous fourth (4th) quarter grades. Opportunities may exist to regain eligibility through summer school courses. Students who are ineligible due to fourth quarter grades, may restore eligibility by taking and successfully completing the same number of courses (maximum of two), which caused ineligibility over summer school.

Grade changes and removal of an incomplete grade must be completed within two weeks of the date grades are posted. Students will remain ineligible until the grade is changed or the incomplete is removed.

To regain eligibility, a student must complete a grade check with the Activities Director on the fifteenth (15th) school day after the declaration of ineligibility to ensure passing grades in all classes. To maintain eligibility, the student must complete a second grade check on the thirtieth (30th) school day after the declaration of ineligibility to ensure continued passing grades in all classes. A student who is ineligible due to failing grades, will continue to practice, may attend home games but not travel with the team to away events, and may not return to competition - until the SCHOOL DAY FOLLOWING the fifteen (15) day ineligibility period. For fall activities, the period of ineligibility is the lesser of twenty-one (21) calendar days beginning with the date of earliest allowed competition in an activity or one-third of the maximum number of games/meets allowed in an activity. Students who withdraw-fail during the first or third quarter will be academically ineligible for the fifteen (15) day period and cannot return to competition until after this 15 day period. The student will not become ineligible for the same class when 2nd or 4th quarter grades are posted.

C. Conduct Rule

The Code of Conduct is subject to and superseded by the requirements and limitations imposed on the school by Department of Education regulations promulgated under Title IX relating to how schools must respond to allegations of sexual harassment.

The following conduct rules are established in the best interest of the student and the school. Students who comply with these rules demonstrate their desire to dedicate themselves to self-improvement. These conduct rules apply year-round (12 months), in and out of school.

1. A student shall not violate Board Policy #5517.01 – Bullying, #2260 Prohibition Against Harassment and Discrimination.
2. Steal or possess stolen articles.
3. Buy, sell, use or possess illegal drugs, controlled substances, street drugs, or

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performance enhancing substances (PES).

4. Buy, sell, use or possess tobacco products, including vapes, e-cigarettes, etc.
5. Buy, sell, use or possess alcohol products, non-alcoholic beer, wine, or look-alikes.
6. Violation of the law; including remaining at a gathering where illegal substances or alcohol is present and not making an effort to remove yourself from the situation immediately.
 - a. A student participating in a WIAA sponsored sport who is charged and/or convicted of a felony shall, upon the filing of felony charges, become ineligible for all further participation until the student has paid his/her debt to society and the courts consider the sentence served (including probation, community service, etc.).
7. Any other conduct contrary to the rules of the school, conference, and the WIAA or other governing body, including, but not limited to, criminal behavior. Examples include inappropriate behavior could include but are not limited to, profanity, repeated refusal to follow school rules, insubordination to staff and coaches, fighting and skipping classes.
8. Create or actively participate in social media posts or groups that may include, but are not limited to:
 - a. bullying
 - b. harassment
 - c. discrimination
 - d. alcohol
 - e. tobacco or drug reference or use
 - f. violence

Note: Except for conduct violations under felony charges, the school must provide an opportunity for the student to be heard prior to any penalty being enforced. If a student appeals a suspension, according to the school's appeal procedure, the student is ineligible during the appeal process.

6. CONSEQUENCES OF ACTIVITIES CODE VIOLATIONS

Students who make a commitment to accept the responsibilities listed in the ~~6-12 High School~~ Activities Code will have the privilege of full participation in the co-curricular activities program. Consequences of ~~6-12 High School~~ Activities Code violations shall be cumulative beginning with and continuing throughout the student's participation during his/her ~~6th through 8th grade~~ **years and starting fresh with their 9th through 12th grade** ~~freshman, sophomore, junior, and senior years.~~

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Activities Council

The Joint Wausau East and Wausau West Activities Council will be composed of the following: The Principals, the Activities Directors, ~~the head coach/advisor involved with the student~~, and one coach and/or one advisor from each school. If the violation being examined involves a student in athletics, the member of the Council will be an athletic coach. If the violation being examined involves a student in activities, the member of the Council will be an advisor. If the violation being examined involves a student in both athletics and activities, both members will serve. As long as a majority of the Activities Council can attend a meeting, it may take action regarding an appeal. A majority vote of those members in attendance shall be controlling on the appeal.

The Activities Council shall meet as often as necessary and will take action in a fair and impartial manner. Minutes of the meeting will be recorded and kept by an Activities Director. If the Activities Council cannot meet prior to the activity or awards night the student will be participating in, the Activities Director or Principal may suspend the student from participation or receiving any award. The student and/or parent/guardian will be notified prior to the event. Any activity suspensions that occur prior to the date the Activities Council meets will be included in the total suspension the student is required to serve.

In all cases, the student shall be provided due process to include:

1. The student and parent(s)/guardian(s) will be informed of the alleged violation and will be provided an opportunity to meet with the Activities Director to discuss the alleged violation and potential consequences. Additionally, parents may submit a written statement to be provided to all Activities Council members.
2. The Activities Council will meet to discuss the information gathered on the alleged violation and will determine appropriate action and consequences in accordance with the Activities Code.
3. In the event that conditions exist which are otherwise unpredictable and that have a district-wide impact over an extended period of time, or create a serious disruption of the athletic and/or activities schedules, the Activity Council may choose to amend a code violation consequence. The amended consequence supersedes any previous consequences and must be in alignment with WIAA rules and regulations.
4. The student and parent(s)/guardian(s) will be informed in writing of the decision of the Activities Council.

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A. Violation of Conduct Rule:

Violations of the responsibilities described in Section IV C. will be dealt with in the following manner:

1. When Administration is made aware of a possible violation, the Administration and/or Activities Director will investigate the violation. If there is evidence of a violation, the Administration will contact the student and parent(s)/guardian(s) to review the alleged violation. If the Administration determines there is sufficient proof that a violation has occurred, it will be referred to the Activities Council to determine potential consequences.
2. A "season/activity" is defined as beginning with the official starting date for the season/activity through the last day of the individual's official competition/participation in that particular activity. A violation will result in the loss of any recognition/award for that activity if the offense occurs before the awards are presented. In-season violations will remove that individual from nomination for or receipt of any awards for that activity.
3. A first code violation will result in the loss of, or eligibility to hold, any elected or appointed leadership position (e.g. team captain/club officer) in any activity for no less than the next six (6) months of the school calendar from the date of written confirmation.
4. A second code violation will make the student ineligible to hold any elected or appointed leadership position during the remainder of his/her high school career.
5. A suspension from athletics must be served in athletics. A suspension from a non-athletic activity must be served in a non-athletic activity.
6. Per WIAA regulations, if a student transfers to a different school, the consequences for a violation of an Activities Code and academic ineligibility transfer with him/her.

Character Clause

Students who self-report a first violation of the Code of Conduct to the Activities Director within forty-eight (48) hours of the infraction and **PRIOR** to the Activities Director **beginning an investigation** for the alleged infraction, and are deemed cooperative during the investigation, will receive the consequence reduced by half of the originally specified amount by code (no less than 1 contest). No provisions are made for weekends or holiday periods in regards to the forty-eight (48) hour period. Students who wish to self-report can call:

715-261-0656 for Wausau East

715-261-0736 for Horace Mann

715-261-0874 for Wausau West

715-261-0122 for John Muir

to speak to or leave a message for the Activities Director. Students could also self report to their coach/advisor or another building administrator within the same time period.

Students who **knowingly host** gatherings in which violations of the Code of Conduct occur are **not eligible for self-report** reduction. Self-report reduction is available for use only one time in a student's middle or high school career.

7. SUSPENSIONS

For violations of conduct Rule 7, a student shall be subject to disciplinary action from the high school administration, athletic office, or from the ~~team~~ coach.

A. First Offense or Violation (other than Rule 7):

1. The violator will be suspended from athletic competition for **20%** of the regular season scheduled contests in that sport (rounded up, minimum of one competition) which will carry over into the next activity in which the student participates. A contest is defined as an interscholastic competition, played under rules, with officials (not a scrimmage). The number of game suspensions will be determined as **20%** of scheduled games at the time the schedule is published. Athletic Directors have the discretion to recommend a harsher punishment, subject to review by the Activities Council.

2. If the violation is the result of alcohol, tobacco or other drug related offenses, the student-athlete must undergo an AODA assessment performed by a community-based health organization/AODA treatment agency **or through the school district's SBRIT program**. The student must follow the recommendations made by the agency. The cost of the assessment will not be covered by the

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school and is the responsibility of the student/parent. The student will provide the athletic director written notification of progress made through the counseling process prior to any reinstatement to participate.

3. If the violation is not an alcohol or drug related offense, the student will meet with a **middle or** high school counselor. This plan will require:

- Completion of two (2) to three (3) risk management sessions with a high school counselor. If the school counselor feels the violation rises to a high-need level, recommendation will be made to a community-based counselor.
- Following the recommendations of the agency, probationary eligibility will be determined by reported progress in the program by the counseling agency. The student will be responsible for any costs associated with participation in the counseling program.

4. Students will continue to practice with the team during the suspension period but will not suit up or travel. Students are expected to attend home events. They are required to be in street clothes on the bench with their team. If less than **20%** of the contests remain on the schedule, the remaining percentage of the suspension will carry over into the postseason and/or the contests of the next sport in which the athlete participates.

If suspension carries over into the postseason, the student is ineligible to participate in all post season play per WIAA Rules. NOTE: Regardless of how many postseason games are played, only one (1) game (the first postseason game) is credited toward satisfying the violation penalty.

5. If the violation occurs at a time the student is not participating in an activity, the student will be suspended from participating in contests/performances in his/her next activity of participation. During a suspension, the student must participate for the entire activity/season and finish in good standing in order for the suspension to be satisfied.

6. If the offense occurs in-season, the student will lose any recognition/awards for that activity.

NOTE: A freshman who receives a Code Violation may have that violation erased if there are not further violations before the start of their junior year. The student will provide a written explanation to the Activities Council before such violation is removed.

B. Second Offense or Violation:

1. The student will lose eligibility for not less than 50% of the games/performances for that activity (rounded up, minimum of 1) up to one (1) calendar year for all activities, from the date the suspension begins.
2. If the violation is the result of alcohol, tobacco or other drug related offenses, the student-athlete must undergo an AODA assessment performed by a community-based health organization/AODA treatment agency **or through the school district's SBRIT program**. The student must follow the recommendations made by the agency. The cost of the assessment will not be covered by the school and is the responsibility of the student/parent. The student will provide the athletic director written notification of progress made through the counseling process prior to any reinstatement to participate.
3. If the offense occurs in-season, the student will lose any recognition/awards for that activity.
4. If the violation is not an alcohol or drug related offense, the student will meet with a high school counselor. This plan ~~will generally~~ may require:
 - a. ~~Referral~~ **Recommend** community-based counseling.
 - b. Agency Intake - signed release of records.
 - c. Following the recommendations of the agency.
 - Probationary eligibility will be determined by reported progress in the program by the counseling agency.
 - d. The family is responsible for financial responsibilities
5. The student and parent(s)/guardian(s) may opt for reduced suspension by completing the school-approved Assessment/Counseling Plan, with District counseling staff, designed for each type of violation under the following rules:
 - a. The student who chooses the counseling option will be ineligible to compete in games/performances again until completion of the plan. All counseling programs are a minimum of eight (8) sessions in length.

b. At the discretion of the head coach/advisor and Activities Director, the student may practice while completing the Plan.

c. Upon completion of the school-approved Assessment/Counseling Plan and suspension period, eligibility will be reviewed and reinstatement may be made by the Activities Director.

d. The student who begins but does not complete the entire Plan, has no opportunity to regain eligibility through early reinstatement.

e. The student will be responsible for any costs associated with participation in the Assessment/Counseling Plan.

C. Third Offense or Violation

The student is ineligible for further participation in any activity for the remainder of his/her high school career with the following exception:

A student may request an Activities Council review after one full calendar year from his/her last code violation if, during the time of suspension, the student has remained free from any additional activities code violations. The Activities Council may grant eligibility if it determines the student and situation warrants it.

D. Fourth Offense or Violation

The student is ineligible for further participation in any activity for the remainder of his/her high school career.

8. COACH'S/ADVISOR'S EXPECTATIONS

The ~~High School~~ 6-12 Activities Code states that each coach/advisor will establish in writing his/her expectations. The expectations are to include student behavior. This supplement is developed to identify unacceptable student conduct that is contrary to the ideals and standards of the District and our community. If a student's behavior is considered

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unacceptable, he/she will be disciplined as stated in the final paragraph of this supplement.

Areas of expectations are, but are not limited to:

1. Practice/Meeting Conduct and Rules
2. Locker Room/Dressing Room Conduct and Rules
3. Game/Performance Conduct
4. Use of Social Media in a manner that violates the rules of the school, the conference, the WIAA, or any other governing body
5. Transportation Conduct
6. Equipment Care
7. Unacceptable Language
8. Dress Code
9. Training Hours
10. Tardiness/Absences/Classroom Behavior
11. Attitude
12. Lettering policy
13. Other expectations as identified by the coach/advisor

Because the expectations referred to above cover a multitude of possible violations with a varying degree of severity, the consequences may also be broad. It is the intent to apply appropriate consequences to violations. These consequences may vary from a verbal reprimand to the loss of eligibility for the remainder of the current season. The coach/advisor will contact the student and parent(s)/guardian(s) if a suspension or dismissal is in order. Any coach's/advisor's decision to dismiss will be made in concert with the Activities Director. Violations of coach's/advisor's expectations are cumulative only during each season of participation.

9. OTHER PROVISIONS

In alignment with WIAA policy, victims of sexual assault and bystanders who do one or more of the following cannot be issued a code of conduct violation:

- report a sexual assault
- request emergency assistance
- cooperate with and assist law enforcement
- stay on the scene of the incident
- encounter law enforcement at a medical facility at which the victim is being treated.

The victim or bystander must meet the State Amnesty Law Requirements. The victim may not falsely claim amnesty knowing the situation that he or she reports does not exist.

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10. CHANGING SPORTS/MULTIPLE SPORTS PARTICIPATION

A. An athlete may not quit one sport and begin another during the same sport season except by agreement of the coaches involved and/or the Activities Director.

B. An athlete may participate in multiple sports (maximum two) per season with the approval of both coaches involved. However, the athlete must declare his/her primary sport prior to participation in either sport. Once the athlete has declared their primary sport, they must participate in all scheduled competitions for that declared sport unless it is mutually agreed by both coaches involved.

11. AWARDS

A. Credit for earning a letter will be established by the coach or advisor in each activity. Written copies of these criteria will be on file in the office of the Activities Director and the building principal.

B. All awards for each activity are given only on the recommendation of the coach or advisor of that activity.

C. A student must be in good standing at the end of the activity's season to receive his or her awards.

12. STUDENT ACCIDENT INSURANCE

The Wausau School District DOES NOT provide student accident insurance to cover medical costs to any of our student/athletes. However, it is recommended that all students participating in Wausau School District activities be insured by their parent/guardian.

The WIAA does provide insurance coverage for concussion treatment to all athletes participating in a WIAA sponsored sport at a member school. It does not cover open gyms, cheer, dance, or club sports. Details may be found on the WIAA website, wiaawi.org.

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