



New Berlin  
Schools  
*Athletic & Extracurricular*  
**Code of Conduct Policies**

July 2025 updated

The mission of CUSD #16, in partnership with parents and the community, it provides quality educational opportunities, resources, and encouragement necessary for our students to...

1. Achieve their personal best academically and socially;
2. Become responsible and productive citizens;
3. Learn from and adapt to an ever-changing society

### NBHS Loyalty

We're Loyal to you, NB High  
And for your honor we will try.  
We know that you will strive for victory tonight  
And glory will be in sight.  
Oh orange and blue we stand for you.  
And to these colors we will be true.  
So let us fight on, fight on, fight to win this game for NB High.  
F-I-G-H-T Fight! Fight! Fight!

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So let us fight on, fight on, fight to win this game for NB High.

### **New Berlin Athletic Mission Statement:**

**The mission statement of the New Berlin Athletic Department is to cultivate student-athletes who embody Pretzel PRIDE (Perseverance, Respect, Integrity, Discipline, Empathy) by providing opportunities for engagement, skill development, and competitive excellence. We strive to empower our athletes to achieve their personal best, learn beyond the playing field, and become engaged leaders who serve our school and community, fostering a legacy of excellence for future generations of Pretzels.**

### Notable Adjustments for 25-26:

The random drug testing portion has been redacted due to changes in IHSA rules/laws and the following has been added to any “substance violation”: **Any substance violation will require students to conduct (and pass) a drug test (from a facility approved by the Board of Education) at the parents’/guardian’s expense BEFORE they can participate again.**

## Overview of Requirements

An athlete must have the following fully executed documents on file at the school office before the athlete’s first participation in any activity; including practice (All documents are available at [Athletic Website](#)). The easiest way to take care of this is to sign the signature sheet at the beginning of the school year. Signed forms run through one school year.

1. Current physical (within 395 days)
2. Proof of Insurance (fill out on Athletic Agreement Form)
3. Fees of \$100 per sport, \$300 family max
4. Athletic Agreement Form
  - a. Code of Conduct Signed Receipt
  - b. Concussion Information Signed
  - c. IHSA Performance Enhancing Substances Signed Consent (HS only)

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## Philosophy

### **Overview**

The athletic program at New Berlin High School provides a well-rounded variety of athletic activities for all students. It is our belief that athletic participation is one more valuable step in the educational process that helps students grow physically, emotionally, socially, and intellectually. Every student is encouraged to participate and share in the benefits. While coaches/sponsors may implement a “cut” procedure when numbers deem it necessary, the only other factors that may limit a student’s participation are academic ineligibility, lack of dedication to the necessary hard work, or unwillingness to follow the rules.

This handbook has been made available to you because your student has indicated a desire to participate in interscholastic sports/activities at New Berlin Junior/Senior High School. This handbook applies to all extracurricular sports and activities.

Parents need to be aware that when students elect to participate in extracurricular activities, they are accepting the responsibility to be self-disciplined. They must be willing to follow the rules, work hard both in season and out of season, and accept the coach’s/sponsor’s decisions. Student athletes and parent(s) must meet with the coach/sponsor at the beginning of each sport season in which the student athlete is participating. These meetings will cover such topics as the extracurricular handbook, specific rules of each coach, eligibility, cut procedures (if necessary), and the importance of being drug free.

### **Notification**

This handbook is not intended to create a contractual relationship with the student; rather, it is intended to describe the school, its current practices, procedures, rules and regulations. Membership or participation in a school-sanctioned activity is a privilege and not a right. In addition, the principal may establish certain written rules and regulations consistent with those established by the Board of Education and the Superintendent of Schools. The jurisdiction of the school for student conduct includes the following: on, or within sight of, school grounds before, or after school hours or any other time when the school is being used by a school group; off school grounds at a school-sponsored activity, or event, or any activity or event which bears a reasonable relationship to school; traveling to or from school or a school activity, function or event; or anywhere, if the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member, or an interference with school purpose or and educational function.

### **Expectations**

Participation in interscholastic athletics/activities at New Berlin is a privilege extended to all full-time students. Students are encouraged to participate as team members and as fans.

For many people in our community and most people in surrounding communities, the only contact they have with our school is through our student athletes, fans, and coaches. Thus, the image of the school and community is largely formed by the actions and attitudes displayed by our students, fans, and coaches at athletic contests. This applies not only on the playing field or court, but also in the locker rooms, hallways, and concession areas before, during, and after the game.

It is expected that members of the extracurricular programs be good citizens in school and in the community. A team member is constantly in the public eye and in a position of influence. Young children, community members, and other school personnel will observe the athlete, look to them for leadership, and expect them to set standards for others to follow. Self-discipline is essential in developing this high degree of social maturity.

## Agreement

The extracurricular handbook rules and penalties for violating those rules will be communicated to each student by their coaches/sponsors. Each student and their parents will be required to sign an agreement stating their knowledge and acceptance of the extracurricular handbook. Athletes participating on co-op teams are subject to the extracurricular handbook of the host school.

## Governing Bodies

There are five organizations that govern or control the New Berlin Athletic Programs.

**New Berlin School District #16 Board of Education** – Makes all local policies and rules regarding athletic participation; determines which sports will be offered; hires coaches.

**Illinois High School Association** – For all High School Athletics; makes all state-wide rules and policies regarding athletic and extracurricular participation; conducts state series leading to state champions in various sports. **Illinois Elementary**

**School Association** – For all Junior High Athletics; makes all state-wide rules and policies regarding athletic and extracurricular participation conducts state series leading to state champions in various sports. **Sangamo Conference** – For High School Athletics; makes rules and policies that govern conference contests; organizes conference championships in scholastic bowl, football, volleyball, basketball, track, baseball and softball. **MSM Conference** – For Junior High Athletics; makes rules and policies that govern conference contests; organizes conference championships in scholastic bowl, volleyball, basketball, track, baseball and softball.

## Athletic Participation Opportunities

**New Berlin High School** offers 10 varsity sports/activities that are hosted by New Berlin. Students may earn varsity letters in six additional sports that are hosted by area schools. The New Berlin Community Unit School District #16 is involved in co-operative sports agreements with several local school districts. Districts in which CUSD#16 currently has an agreement with Franklin, Waverly, and Pleasant Plains, Auburn and Lutheran High. The purpose of the arrangement is to increase student participation opportunities at both schools at minimal costs to the respective boards of education.

<b>Varsity Sports</b>	<b>Varsity Co-Op Agreements hosted by New Berlin</b>	<b>Varsity Co-Op Agreements hosted by other schools</b>
Football Cheerleading Volleyball Competitive Cheerleading Girls Track Boys Track Scholastic Bowl Boys Basketball	Football Baseball Softball	Boys Cross Country (hosted by Franklin) Girls Cross County (hosted by Franklin) Boys Golf (hosted by Waverly) Girls Golf (hosted by Waverly) Boys soccer (hosted by Lutheran) Girls Basketball (hosted by Waverly) JV Wrestling (hosted by Pleasant Plains) Girls Soccer (hosted by Plains) Bass Fishing (hosted by Waverly)

**New Berlin Junior High** offers seven sports/activities that are hosted by New Berlin with no co-operative agreement with area schools. New Berlin is in co-operative agreements in two sports, but the sport is still hosted by New Berlin.

New Berlin	Co-Op Agreements hosted by New Berlin
Softball Boys Basketball Volleyball Girls Track Boys Track Cheerleading Scholastic Bowl	Girls Basketball Baseball

## Tryouts

Students wishing to participate in extracurricular activities must be at the tryout for that sport of activity. Exceptions will be made for a student that is injured, with a doctor's note, at the time of tryouts. A student that is injured may try out at a time when the injury is healed. A student that is injured at the official tryout time must realize that a spot on the team will not be held for them. It is also possible, at the discretion of the coach, that the injured student that does make the team may not be allowed to play for a period of time due to the missed practices. The number of days a student must attend for a tryout is left to the coach's discretion. However, this may not be less than one day.

There will not be tryouts for individual students unless the child has been injured; exceptions must be approved by the building principal and athletic director.

### General Eligibility Requirements

Eligibility for most athletics is also governed by the rules of the IHSA and IESA and, if applicable, these rules will apply in addition to this Athletic Code. In the case of a conflict between IHSA and IESA and this Athletic Code, the most stringent rule will be enforced.

## Overview of Requirements

An athlete must have the following fully executed documents on file at the school office before the athlete's first participation in any activity; including practice (All documents are available at [www.pretzelathletics.com/forms](http://www.pretzelathletics.com/forms)). The easiest way to take care of this is to sign the signature sheet at the beginning of the school year. Signed forms run through one school year.

5. Current physical (within 395 days)
6. Proof of Insurance (fill out on Athletic Agreement Form)
7. Fees of \$60 per sport, \$240 family max
8. Athletic Signature Sheet
  - a. Code of Conduct Signed Receipt
  - b. Concussion Information Signed
  - c. IHSA Performance Enhancing Substances Signed Consent (HS only)

## School Attendance

New Berlin Schools require that a student must be in school for the full school day before participating in any practice or activity. This means a student must be in attendance for all classes in order to participate in an athletic contest. If a student is not in school for the entire day, he/she cannot participate in practice or a game that night, unless one of the following conditions have been met and approved by the building principal and/or athletic director.

- A. Doctor's note or appointment
- B. Funeral
- C. Court appointment (verified)

D. Other emergencies at the discretion of the principal

Students must be present at school on Friday for the entire day in order to participate in events on Saturday and Sunday. Students who are absent on Friday afternoon must have a medical release to participate in events over the weekend.

## **Physical Examination**

A current physical completed within the last 395 days must be on file in the school office or presented to the coach before the student athlete may begin athletic practice. There are no exceptions.

## **Insurance**

Students must have a proof of insurance waiver signed by the parent or guardian on file, along with a copy of the student's insurance card, in the school office or presented to the coach before the student athlete may begin athletic tryouts/practice or participate in open gyms.

## **Fees**

Student athletes must pay all academic fees and the \$60 per sport athletic participation fee prior to participation. The district has set a maximum family athletic participation fee of \$240. Athletic fees will be refunded to those students that do not make the team. Athletic fees will also be refunded to those students before the 3<sup>rd</sup> day of practice or that become injured before the first contest. If a student quits the team after the 3<sup>rd</sup> day of practice, they will forfeit the athletic fee.

## **Academic Eligibility**

In order to guarantee academic eligibility for athletic participation, New Berlin extracurricular participants must be passing ALL subjects. Grades will be checked weekly and will reflect the current semester average. If a student athlete is marked failing for any subject on the weekly check, then that student athlete will not be allowed to participate in athletics during the following week. Extracurricular ineligibility starts on the following Sunday and runs through the following Saturday. Extracurricular ineligibility does not necessarily preclude the participant from attendance at practice or games.

Grade reports are run weekly on Friday (or the last day of student attendance each week) by 10:00AM. It is the responsibility of the principal and the athletic director to determine eligibility on a week-by-week basis. Student athletes who are currently in season will receive an eligibility letter from the athletic director if the athlete has a F for any subject.

High School students participating in extra-curricular activities must also meet, in addition to all New Berlin requirements, all IHSA standards in order to participate. Junior High students participating in extra-curricular activities must also meet, in addition to all New Berlin requirements, all IESA standards in order to participate. In order to be eligible to participate in athletics and/or extracurricular activities for the following semester, students must pass seven classes from the previous semester. If a student fails to pass seven classes, they will be ineligible for the entirety of the next semester. **If a student is ineligible for any three weeks during the season, he/she may be dismissed from the team or squad by the head coach/sponsor.** These standards shall be extended to managers, statisticians, and support people as well. **JH Eligibility for Athletics and Extracurricular Activities (IESA 2.043)** For all IESA activities, athletic as well as non-athletic, passing work shall be checked weekly. Eligibility will be applied to the Sunday through Saturday following the week that was checked. Students must be passing each subject each week to be eligible. Grades shall be cumulative for the school's grading period.

Participation in a study group during a week of ineligibility, rather than practice, may be required by sponsors/coaches.

## **Physical Education**

If a student does not participate in physical education during the school day because of a medically excused or an unexcused reason, that student will not be allowed to participate in any activity that evening unless released by a medical doctor.

## **Suspension**

Students placed on out-of-school suspension or Directed Study Room (DSR) will not be eligible to participate in any practice or contest until the first day they re-enter school after successfully completing that suspension. If a student is suspended for one day on Monday, he/she may not participate Monday night, but may participate in a Tuesday evening contest after he/she has returned to school that same day.

If athletic practices or games are missed due to either the serving of detentions or internal/external suspensions, the absences will be considered unexcused and the individual coach's policy concerning unexcused absences for practices or games will be in effect.

## **Transportation**

### **Transportation to and From Contests (and practices when applicable)**

Students must travel to and from events on the bus or school-provided transportation. Students may be released to their parents at away events (at the coach's discretion) provided the following conditions are met:

- A. A parent must sign the permission sheet (sign-out) distributed by the coach or sponsor following the contest.
- B. When a student is going home with another student's parents or another specified adult the following applies:
  - a. The parent of the student not riding the bus must have granted written permission for their child to be with another specified parent or adult.
  - b. The parent or adult driving must sign the permission sheet and indicate the name of the player(s) who is riding with them.
    - i. Students violating this policy will be suspended from participating in 1 contest.
- C. The bus driver may not release a student to the student's parents. Release must be made by the coach or principal.
- D. Students are not allowed to go home with other students.
  - a. Students violating this policy will be suspended from participating in 1 contest.

Students who miss the bus and/or do not ride the bus to a practice, game, or event will not be allowed to participate. Very few exceptions apply. One such exception may be that a student and their family were attending a funeral.

## **Training Rules**

### **Violation of Training Rules**

The rules set forth in this Athletic Code are in effect throughout the calendar year and twenty-four hours a day, whether or not school is in session and including vacation periods, and holidays. The rules apply on and off campus and whether or not the misconduct occurs at school or a school-sponsored activity or in some other locale. The rules apply from the beginning of the athlete's first tryout or practice in the first sport which the athlete attempts until the completion of the athlete's athletic eligibility in all sports.

*The term "student athlete" will cover all extracurricular participants in regard to Training Rules and violations. However, incidents involving students that are part of a club, activity, etc. that is not sponsored by the IHSA or IESA will be handled on a case by case basis. Clubs and activities not sponsored by the IHSA or IESA do not have a "contest season"; thus, punishment for violating Training Rules in these cases will be determined by the building principal and the sponsor of that club or activity.*

Actions not appropriate can/will lead to disciplinary procedures. Violations will be treated cumulatively, with disciplinary penalties increasing with subsequent violations. Student athletes will enter high school with a "clean slate."

1. **Drugs, Alcoholic Beverages, and/or Tobacco/Electronic Cigarettes** – Except with respect to prescription drugs used by the person for whom such drugs were prescribed in the manner intended by the prescribing medical doctor, the possession, use, or distribution, purchase or sale of any alcoholic beverage, drug, drug paraphernalia,

tobacco/electronic cigarette, controlled substance, look alike, when taken into the human body is intended to enhance performance or alter mood or mental state, including any item or substance which is represented by a student to be, or is believed by a student to be any of the foregoing, regardless of the true nature or appearance of the substance, is prohibited in school buildings, on school buses and on all other school property or school related events at any time. For purposes of this procedure, students who are under the influence of prohibited substances shall be treated in the same manner as though they had prohibited substances in their possession. Any substance violation will require students to conduct (and pass) a drug test (from a facility approved by the Board of Education) at the parents'/guardian's expense BEFORE they can participate again.

- a. **1<sup>st</sup> offense** – 25% contest suspension (The student may practice during this period)
- b. **2<sup>nd</sup> offense** – 1 calendar year. (The student will not compete in any NB athletic program during that time including practices, open gyms, and co-op activities)
- c. **3<sup>rd</sup> offense** – Student will be suspended for the remainder of his/her high school career.

The suspension shall be served immediately and consecutively for the next contest when in season, or in the first contests of the season when the athlete is not currently in season. Any student athlete who is suspended under this policy must complete the season in which they serve their suspension. If they fail to complete the season, they must serve the full suspension in the next season.

- 2. **Association** – New Berlin student athletes shall not attend a party or other gathering and/or ride in a vehicle where alcohol and/or drugs are being consumed by minors.
  - a. **1<sup>st</sup> offense** – 1 contest suspension (The student may practice during this period)
  - b. **2<sup>nd</sup> offense** – 3 contest or 2 week suspension, whichever comes first (The student may practice during this period)
  - c. **3<sup>rd</sup> offense** – 1 calendar year (The student will not compete in any NB athletic program during that time including practices, open gyms, and co-op activities)
  - d. **4<sup>th</sup> offense** – Student will be suspended for the remainder of his/her high school career.

The suspension shall be served immediately and consecutively for the next contest when in season, or in the first contests of the season when the athlete is not currently in season. \*Any student athlete who is suspended under this policy must complete the season in which they serve their suspension. If they fail to complete the season, they must serve the full suspension in the next season.

- 3. **Unsportsmanlike Conduct or Other Unacceptable Behavior** – Behaviors that are contrary to the spirit of New Berlin Athletics, including but not limited to:
  - a. An unlawful or delinquent act is a violation of any civil or criminal statute, ordinance, regulation, or court order (except for minor traffic offenses) including, but not limited to theft, vandalism, destruction of property, fighting (on or off school property), etc.
  - b. Insubordination
  - c. Any behavior or action which is negligently or intentionally injurious to a person or property or which places a person or property at risk of injury or damage
  - d. Any behavior which disrupts the appropriate conduct of a school program or activity
  - e. Hazing, bullying, or harassment of any kind
  - f. Use of profanity
  - g. Exhibition of bad sportsmanship
  - h. Violation of any school rules

**All offenses** – the Building Principal, along with the Athletic Director and coach will decide the appropriate penalty for the athlete taking into consideration the seriousness of the offense, any harm or injury to person or property, the remorse of the student athlete and any other relevant factors. The consequence shall be served immediately and consecutively for the next contest when in season, or in the first contests of the season when the athlete is not currently in season. \*Any student athlete who is suspended under this policy must complete the season in which they serve their suspension. If they fail to complete the season, they must serve the full

suspension in the next season.

#### **4. Violation of Team/Activity Rules and Regulations**

**All offenses** - Violations for these acts are at the coach's discretion. Team Rules and Regulations are approved by the athletic director and the CUSD16 School Board. Coaches may determine reasonable penalties for violations outside of the team rules and regulations with approval by the athletic director.

The consequence shall be served immediately and consecutively for the next contest when in season, or in the first contests of the season when the athlete is not currently in season. \*Any student athlete who is suspended under this policy must complete the season in which they serve their suspension. If they fail to complete the season, they serve the full suspension in the next season.

### **Self-Admittance**

An athlete or his/her parents may self-admit a substance abuse problem to an administrator. This is a one-time offer only and may not be used to avert a penalty that has been or will be discovered through "normal" occurrences, i.e. the police have already made an arrest or drug testing is about to take place. The athlete will retain full practice and playing privileges as long as the following conditions are met.

1. The admission of the said abuse is initiated by the athlete and is not made as a means of escaping disciplinary action. The athlete will give up playing privileges until drug testing (at parent/guardian or student expense) shows natural decay.
2. The athlete and parents are referred and begin to receive counseling at a recommended treatment center within two weeks of admission at the parent/guardian or student expense.
3. The athlete and parent/guardian consent to weekly urine drug testing at the parent/guardian or student expense for five weeks.

The athletic department will treat this with great confidentiality. While facing consequences for inappropriate behavior is a valuable lesson, New Berlin Schools is also very concerned with the development of all athletes well beyond their high school years. The self-admittance program is designed to offer the athletes and their parents a tool with which to foster good decision making throughout their life.

### **Honesty Clause**

If, *from the beginning*, a student is forthcoming with the administrator investigating the potential code of conduct violation and does not present any false information, the principal has the option to reduce the penalty to 15% of the season (from 25%). The honesty clause only applies to a 1<sup>st</sup> offense. Any additional offenses will not have this option.

### **Counseling**

If, within 5 days of the known violation, the student has an appointment with a Certified Chemical Dependency Counselor (or a counselor approved by the Board of Education) for a chemical dependency assessment and then follows the recommendations of the counselor, the principal can reduce the penalty to 15% of the season (from 25%). If the student does not follow the recommendations of the counselor, the full penalty will be reinstated.

### **Discovery**

Violations of training rules must be made known to the school administration through

- a. A student/athlete admission to a rule violation, or
- b. An incident is reported in the media and is verified by law enforcement, or
- c. An incident is directly reported by law enforcement to the school, or
- d. An incident is witnessed and/or verified by school district officials, coaches, or teaching staff members, or
- e. A parent reporting their own child

## **Due Process and Appeal Process**

Student athletes will be provided due process. The student athlete is entitled to be informed of the allegations against him/her. The principal shall render a written decision within one school day of the conclusion of the investigation. A student athlete and his/her parent(s) may appeal the building principal's decision to suspend, in writing, to the superintendent within two business days of the building principal's decision to suspend. A suspension may be deferred pending the outcome of an appeal at the discretion of the superintendent.

### **Procedures**

## **Procedures for Dropping a Sport/Activity**

1. The student must see their coach/sponsor and explain why they will no longer be participating in the sport/activity.
2. All uniforms and equipment must be returned.
3. All awards for the sport are forfeited.
4. The student athlete may not participate in another sport (including open gyms) until the season of the sport they dropped is over.

## **Injuries**

It is our hope that injuries to student athletes never occur. No matter the extent of the injury, athletes must report the injury to the coach/sponsor and/or our certified athletic trainer immediately. If a parent is aware of any injuries, physical limitations or medical conditions of their child, they must notify the coach immediately. If the athlete sees a doctor, he/she cannot participate until a doctor's release, in writing, has been issued. **A certified athletic trainer employed by the New Berlin School District is provided at school on a regular basis for games and practices.**

## **Uniforms**

All athletic uniforms, game or practice, shall only be worn while participating. This includes cheerleaders as well. All uniforms and school equipment must be turned in to the coach immediately following the close of the season. If a uniform or equipment is lost, damaged, or not turned in, the athlete will be responsible for the replacement costs. Students may modify their athletic or team uniform for the purpose of modesty in clothing or attire that is in accordance with the requirements of the student's religion or the student's cultural values or modesty preferences.

## **Coaches Policies**

Each coach or sponsor may supplement these rules with additional requirements. However, these must be in writing and approved by the athletic director and board of education prior to the beginning of the season. After approval, a copy of the rules must be given to participating athletes and parents.

### **Awards**

To qualify for awards, an athlete must finish the season in good standing.

## **Lettering Requirements (HS)**

In each interscholastic sport varsity letters, sophomore patches, numerals, and pins are awarded. The criterion which must be met to win a varsity letter is determined by each varsity coach prior to the start of each season. In addition to letters, sophomore patches, numerals, and pins some special awards are given in each sport. Each team will hold an awards night at the conclusion of each season. Letters, patches, numerals, pins, and special awards are usually given out at this time. Specifically students must meet the following criteria to letter earn a varsity letter:

Baseball: Play in  $\frac{1}{2}$  of the total innings of all varsity games

Basketball: Play in  $\frac{1}{2}$  of the total quarters of all varsity games

Cheerleading: Participate in  $\frac{1}{2}$  of total varsity contests

Football: Play in ½ of the total quarters of all varsity games

Softball: Play in ½ of the total innings of all varsity games

Track: Must accomplish one of the following: Score 15 points (can be adjusted if meets are canceled) and/or Score points in county, conference, or sectional meet and/or set a school record

Volleyball: Play in ½ of the total sets of all varsity games

- Every freshman, sophomore, junior, or senior who completes a season for the first time receives numerals.
- Sophomores who complete a season receive a sport specific patch.
- If an athlete completes the season and meets the criteria for lettering in a varsity sport, he/she will receive a varsity letter (*one letter per student*), the pin of the sport for which he/she lettered, and a bar
  - After receiving his/her first letter, the athlete will receive a bar for lettering, for every additional year that he/she letters in that sport.
- All seniors who complete the season will earn a varsity letter.

## High School Special Awards

At the end of the school year, we also give special recognition to the Scholar Athlete of the Year and to the male and female Senior Athlete of the Year. To be eligible for the Scholar Athlete award a student must carry a 3.5 GPA or higher. To be eligible for the Senior Athlete of the Year award a student must have participated in six athletic seasons during his/her career and must participate in at least two sports during his/her senior year. The Senior Athlete of the Year award will be voted on by all coaches.

## Junior High Awards

An awards ceremony is held in May at the end of each school year. Student athletes will receive a certificate for each sport in which they participated.

### State Tournament Attendance Policy

New Berlin student athletes in a particular sport may be excused from school for no more than one day to attend the state tournament series in that sport. If a student athlete wishes to do this, he or she must bring a note ahead of time from his or her parents specifically stating this. The student athlete and their parents are completely responsible for all expenses, transportation, and liability. This is not a school sponsored activity, but may be an excused absence.

### College Bound Athletes

All students, both general and special education, who are considering athletic competition at a Division I or II college institution, must meet the NCAA Clearinghouse requirements. Student athletes may access the NCAA website ([www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net)). It is further recommended that a student athlete who might consider collegiate athletics obtain an NCAA Clearinghouse form and speak to the guidance counselor no later than the end of his or her junior year.

### Absences from Practices and/or games

Practices and/or games missed due to an academic requirement will be excused. There will be no penalty for this type of absence. Practices and/or games missed due to attendance at school approved but optional events will be treated as unexcused and will be acted upon at the discretion of the coach. Vacations and other such pre-arranged and school approved absences may result in limiting an athlete's participation. In general, if a player is at school, it is expected that the player attends practices and games, even if injured and able to attend.

### To the Student Athlete

## On the Field/Court

In athletic competition, a student athlete must not use profanity or illegal tactics. It is courteous to congratulate the opponent on a well-played game after the contest, whether in defeat or victory. Officials in a game are there for the purpose of ensuring equity for both teams. It is our athletic tradition that student athletes talk to officials only in a tone of respect for the purpose of clarifying rules. Any behavior contrary to that which has been stated is a direct reflection on the school, team, and coaches, and will not be tolerated and is subject to discipline by the coach.

## **In the Classroom**

In the academic area, a student athlete should strive to be a good student. Academic achievement for student athletes, as well as other students, must be the number one school priority. Therefore, student athletes must plan their schedules so they have sufficient time and energy for their studies. Student athletes also need to have a good attendance record.

## **On the Campus**

The way we act and look on the campus is of great importance. Athletes should be leaders and worthy of respect from their classmates. Be a good role model.

## **Away from Campus**

The successes that our athletic teams have achieved have led our athletes to participate as competitors or as spectators beyond the regular season. It is important that curfews, room assignments, and sportsmanlike behavior are observed at all times.

### **To the Parents of Student Athletes**

Be positive with your student athlete. Let them know they are accomplishing something positive by simply being a part of the team. Encourage them to work hard, reach their potential and contribute to the team's efforts. Encourage and support your student athlete's efforts to follow the team rules and athletic code of conduct. Emphasize the importance of academics and understand the academic requirements necessary for participation in interscholastic athletic activities. Emphasize good sportsmanship with your student athlete. Win or lose, they must show respect for their opponents and demonstrate maturity necessary to show class. In addition, encourage your student athlete to respect the authority of the officials. Remember: Self-respect begins with self-control. Emphasizing the "team" must take precedence over the individual. The lessons learned through athletic competition are lessons for life. The skills learned are for leisure in the future. **Keep sports in perspective.**

## **Admission**

Adults \$5

Students \$3

Senior Citizens \$3 (62+)

Family Athletic Passes are now issued through the Sports Boosters.

## **Fans and Spectator Expectations**

1. Stand and remove headgear during the National Anthem
2. Cheer for our team rather than against their opponents
3. Maintain self-control at all times while conducting themselves as responsible citizens
4. Show respect for opponents in every way possible
5. Always be positive in support of our teams
6. Recognize and acknowledge good performances made by both teams
7. Respect officials and accept their decisions
8. Be humble and not boastful in victory and gracious and not bitter in defeat
9. Leave the site of an activity - including the parking lot - as soon as possible after activity is completed

## **Removal of Rowdy Spectators from School Events for Unsportsmanlike Conduct**

Nothing prohibits a school district from immediately removing a spectator from a specific game or event for disobeying rules or causing a disruption.

According to the Illinois School Code (Section 5/24-24), a school district may adopt a code of conduct and expectations for fans and spectators (this document). Spectators who violate the code may be denied admission to school events for

up to one year, provided that the individual receives 10 days written notice of the volatile behavior and has the right to a hearing before the school board, if so requested.

To promote sportsmanship, should any spectator be removed from any event (athletic and/or extracurricular activities) **that spectator will be ineligible to attend the next contest at that level of competition, and all other contests at any level in the interim.** This follows closely the by-laws for IESA (5.100) and IHSA (6.011 and 6.012) that states any coach or player that is removed shall be ineligible for the next contest.

- Example: Ejection occurs during a varsity football contest. Spectator is ineligible through the next varsity football contest.

## **Parental Procedures for Registering a Concern**

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children. As parents, when your children become involved in an athletic program, you have the right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's team.

### ***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 all members on the squad including all team rules
3. Locations and times for all practices and contests
4. Team requirements, i.e. fees, special equipment
5. Procedures should your child be injured during participation
6. Teaching sportsmanship, ethics, good behavior and drug prevention

### ***Communication Coaches Should Expect From Parents***

1. Concern expressed directly to the coach. Athletes should be encouraged to make this step first
2. Notification of any schedule conflict well in advance
3. Specific concern in regard to a coach's philosophy and/or expectations
4. To be a positive role model at contests and practices

As your child becomes involved in the programs at New Berlin Schools he/she will experience some of the most rewarding moments of their lives. It is important to understand that there may be times when things do not go the way you or your child wish. At these times, discussion with the coach is encouraged.

### ***Appropriate Concerns to Discuss with Coach***

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

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

Communication with a coach is important. There are situations that may require a conference between coach and parent. It is important that both parties involved have a clear understanding of the other's position. When these conferences become necessary, please call the coach to make the necessary arrangements.

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.

What can a parent do if the meeting with the coach did not provide a satisfactory resolution?

1. Call and set up an appointment with the Athletic Director to discuss the situation. Please note that the parent, coach, and student athlete will be required to attend the meeting.
2. At this meeting the appropriate next step can be determined.

Research indicates a student involved in athletic activities has a greater chance for success during adulthood. 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 you and your student athlete's experience with New Berlin Schools Extracurricular Activities an enjoyable experience.

#### Questions

If you have questions about the New Berlin Schools Athletic & Extracurricular Handbook or the programs in general, you may call the Athletic Director during regular school hours or email ([DBinkley@pretzelpride.com](mailto:DBinkley@pretzelpride.com)).

# NEW BERLIN SCHOOLS

## ATHLETIC PARTICIPATION AGREEMENT

### PARENT AGREEMENT:

My signature below verifies that I have received/viewed a copy, understand, and had a chance to ask questions about the New Berlin Schools Athletic & Extracurricular Code of Conduct Policies, Concussion Information Sheet, CUSD #16 Drug Testing Consent (HS Only), and IHSA Steroid Policy (HS Only). We agree that student/athletes selected to participate in the athletic program at New Berlin CUSD #16 are to follow the rules in this Athletic Policy and any additional rules the coach has approved by the Athletic director and/or building principal. I agree to support my child's adherence to the athletic code. I will support the coaching staff, athletic director, and administration if it is determined that my child has broken the athletic code in any way. Our child has our permission to take part in activities in the New Berlin School District. The school will take reasonable care and precaution to prevent any accidents, but the schools, teachers, or coaches are not responsible if any accident should occur in practice or games. We understand that participation in any extracurricular activity or sport is voluntary and a privilege and not an exclusive right in the New Berlin School District. Anyone abusing this privilege may lose it.

### STUDENT AGREEMENT:

My signature below verifies that I have received/viewed a copy, understand, and had a chance to ask questions about the New Berlin Schools Athletic & Extracurricular Code of Conduct Policies, Concussion Information Sheet, and IHSA Steroid Policy (HS Only). I agree to follow the athletic code and understand that if I violate any part of the code, I will be subject to the penalty specified.

### INSURANCE WAIVER:

We also understand that my child must be covered by medical and/or accident insurance in order to participate in sports and hereby certify that my child is covered for injuries and/or death occurring as a result of participation in, or the practice for, all athletic events as a student in the New Berlin School District during the current school year. I also certify that said insurance will be kept in force during the full time that my child engages in the practice for or participation in athletic events during the current school year.

Name of Insurance Company \_\_\_\_\_ Policy/Group # \_\_\_\_\_

Address of Insurance Company \_\_\_\_\_

### SIGNATURES:

School Year: \_\_\_\_\_

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

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

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_ 18