

# Metamora Community Consolidated School District #1

## Activities Code



### **PURPOSE:**

Metamora Community Consolidated School District #1 (Metamora Grade School) considers athletics and activities to be a very important component of our school district. These experiences greatly enhance each participant in many ways, such as developing healthful habits, self-discipline, leadership, teamwork, and respect for rules and other students.

This Activities Code is a statement of the expectations to promote a positive behavior in those individuals who choose to represent Metamora Grade School. Participating in extra-curricular activities is a privilege. Additional responsibilities are expected of those who receive the extra benefits provided by these school activities. This activity code applies to all students who choose to represent Metamora Grade School. This code is in effect through all 12 months of the year, in or out of season, on or off school grounds. Students participating in extra-curricular activities will be required to sign a form agreeing to adhere to this code of conduct. Before try-outs for each sport (or immediately following), an informational meeting will be conducted to explain the expectations, rules, and other pertinent information.

### **ACTIVITIES CODE REQUIREMENTS:**

Athletic and other activities sponsored by MGS are governed by the Illinois Elementary School Association regulations. The Activities Code requirements are listed below:

**A. Students must have the following items turned into the office:** Current sports physical (not more than 395 days from the date of the previous physical) must be turned in prior to tryouts or the first day of practice if there are no tryouts for that sport. The following items must be turned in prior to the first competition: Medical/ Insurance Information Sheet (one per year), signed Activities Code, signed Concussion Form, the school registration fee of \$140 (paid to the office), activity fee of \$25 per activity and a copy of their birth certificate should be in their permanent file. Try-outs are only for a limited time. Failure to have the necessary information turned in on time may jeopardize the student's opportunity to try-out or compete in a competition. The registration and activity fees are waived for any student that qualifies for free and reduced lunches.

The only exception to this rule is during the summer months for tryouts in softball, baseball, and cross country. Students wishing to participate in those sports only need to have a physical on file, and a birth certificate in their permanent file. The registration fee needs to be paid prior to the first game or competition, and the Medical/Insurance Sheet will be filled out upon making the team.

**B. Regular attendance at school, team/activity practices, and contests are required.** A student must be in attendance for at least half of the day (3 ½ clock hours) of an extra-curricular event in order to participate. A student who is in school for at least half the day may participate in

games and practices, if well enough to do so in the opinion of the coach or sponsor. The principal or athletic director must approve exceptions to half-day attendance.

**C. A student must be passing in all subjects to participate in interscholastic competition.**

Passing is defined as any grade higher than an "F". Eligibility is determined weekly based on the cumulative grade for the nine weeks. Teachers receive an eligibility report by Friday of each week (or the last day of student attendance for that week). Participants listed on the Friday report will be declared ineligible for the following week - **Monday through Saturday. Students who are on the in-eligibility list will remain on the list all week, regardless of a change in grades, unless the change in grades is due to an error in grading.**

- The **first time** a student is ineligible; he/she may attend and participate in practice sessions and attend the scheduled game or contest that week, but may not participate in or dress in uniform for the game or contest. The student would be required to be on the bench dressed in appropriate street clothes.
- The **second time** a student is ineligible; he/she may attend the scheduled activities (practice and games) that week, but may not participate in or dress in uniform for the activities. It is recommended that the ineligible student use the practice time to work on schoolwork. The student would be required to be on the bench dressed in appropriate street clothes.
- The **third time** a student is ineligible; he/she may be removed from the team as determined by the coach or athletic director.

**D. Once a student begins participation in any extra-curricular activity they are subject to the Activities Code for the remainder of the athletic season. Any of the following violations, will result in discipline measures. A student shall be considered in violation of this code if he/she admits to violating the code, is reported by a school staff member, their parent or guardian, a law enforcement official, or a court fine or conviction.**

- Use of, possession of, or distribution of alcohol, marijuana, or any illicit drug, or abuse of prescription drugs.
- Use of or possession of any tobacco product.
- Theft or vandalism of any school or personal property.
- Acts of inappropriate conduct in which the student is involved such as attending or participating in a fight, physical or verbal abuse of students, school personnel, contest officials, contestants, coaches, or spectators.
- Any activity that may detract from the image and standards of Metamora Grade School may result in a penalty. Example: Involvement in criminal or immoral activity as determined by police or certified school personnel.
- Being in the presence of illegal use of drugs/ alcohol.
- Any violation of the school handbook.

**Any violation of these guidelines will be subject to regular school discipline. Part of the disciplinary action may result in a student being removed from the team for a length of time or the entire season. This is subject to the discretion of the principal, dean of students, athletic director, and the superintendent.**

**E. Each student is to follow the coach's rules/expectations, the Parent/Student Handbook rules, and the Illinois Education School Association By-laws in order to maintain his/her place on the team.** All students involved in extra-curricular activities must conduct themselves in

such a manner during school and at events such as not to reflect discredit to the school and not to create a disruptive influence on discipline.

**F. Students must comply with any academic or disciplinary action before attending a practice or activity.** It is expected and understood that any student missing class due to a school function is responsible for turning in assignments due the day of his/her absence and obtaining and completing new work assigned the day of the absence. Work must be turned in the day of his/her return to class. Failure to do so will result in consequences for late work according to the handbook and teachers' classroom policies.

**G. A student serving an in-school or out-of-school suspension may not attend or participate in any extra-curricular activity on the day of suspension.**

**H. Students involved in one school sport that coincides with another school sport will be allowed to do so. Games and events take precedence over practices. However, if the event is the same for both school sports, the student can choose which activity to compete in without any punishment or ramifications from coaches.**

**I. Students are allowed to participate in sports that are not sponsored by the school, but the school sport will take precedence over non-school sponsored sport/activity (i.e., JFL, Soccer, Lacrosse, etc.). If a student misses a practice or game/competition due to the non-school sponsored sport/activity a penalty may occur if the coach, athletic director, dean of students, principal, or superintendent deem necessary.**

## **PROCEDURES FOF INVESTIGATION OF A VIOLATION:**

During a reported violation, the principal, dean of students, athletic director, and/or appropriate coach must thoroughly investigate the incident, using the following procedures:

- \*\*Investigate incidents
- \*\*Present Information
- \*\*Communicate with students/parents
- \*\*Determine violation

The investigation process will include but not be limited to:

1. Questioning each student involved or thought to be involved.
2. After information has been gathered, a determination will be made in regards to the violation and the penalty to be assigned as a result of the violation. (The investigation process will be completed in a reasonable and careful fashion).
3. If an athlete will be recommended for removal, the principal/dean of students/athletic director will inform the athlete in writing of the reasons for the removal.

The following is a sequence of the communication process that begins once an investigation of a possible Athletic Code violation takes place:

1. Students who may have been involved with a violation are questioned by appropriate staff.
2. Parents of student who were questioned are called to discuss the results of the investigations.
3. If students are found to be in violation, a letter is sent to the parents to outline the violation, the penalty, and the date of possible reinstatement.
4. If the parents wish to appeal the decision, they will contact the Superintendent.

## **APPEAL AND/OR DUE PROCESS:**

The parent/s and/or student have the right to appeal the decision made by the principal, dean of students, or athletic director. During the appeal process, the original penalty imposed on the athlete will remain in effect until the outcome of the appeal.

## **DUE PROCESS:**

If a student and/or his parent/s do not agree with an imposed penalty made in regard to the violation and/or suspension, the student may appeal in writing to the Superintendent within ten school days of the decision. The Superintendent will meet with the parent and athlete and a review hearing shall take place within ten school days of the receipt of the request or at a mutually acceptable time to all parties involved. The Superintendent will provide a written response to the student and parent within the ten days of the receipt of the appeal request. If the athlete and parent/s are not satisfied and continue the appeal process, then the School Board shall become involved. Any person who violates such rules may be denied admission to school events for not more than a year, provided that written ten days notice of the violation is given such person and a hearing had thereon by the Board pursuant to its rule and regulations.

## **COACHES' AND SPONSORS' RULES AND GUIDELINES:**

Coaches and sponsors may establish general and specific team rules above and beyond the Activities Code (provided these rules are deemed appropriate by the principal, dean of students, and/or athletic director). The rules will include the consequences for failure to comply with these guidelines. These rules should be given out at the preseason meeting and/or prior to participation.

## **PARENT CODE AND COACHES CODE:**

A Parent and Coaches Code have been established to further students' enjoyment of the sport activity and the development of these individuals. Parents, fans, and coaches who follow these simple codes can help reinforce what sports are all about...fun, respect, responsibility, fairness, caring, and good sportsmanship.

## **PARENT/COACH COMMUNICATION:**

Parents and Coaches share an important role in an athlete's life. Both are there to support and help him/her to become the best possible player and person he/she can be. However, each of these positions has extremely different roles. In order to greater benefit the players, it is important to establish an understanding of each role. Also as parents, you have the right to understand what expectations are placed on your child. To do this, we must have clear communication from the coaching staff.

**We highly recommend that you as a parent strongly encourage your child to speak with the coach with questions or concerns first before you as a parent get involved.**

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

1. Philosophy and expectations of your child as well as the players on the team.
2. Locations and times of practices and games.
3. Team requirements, i.e., fees, special equipment, off-season conditioning.
4. Procedure should your child be injured during participation.
5. Discipline that result in the denial of your child's participation.

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

1. Follow the chain of command and express ALL concerns DIRECTLY to the coaches first.
2. Notification of any schedule conflicts well in ADVANCE.
3. Specific concern in regard to a coach's philosophy and/or expectations.

### **Appropriate Concerns to Discuss with Coaches**

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

### **QUESTIONING THE COACH REGARDING PLAYING TIME OF YOUR CHILD IS NOT AN APPROPRIATE DISCUSSION WITH THE COACH.**

It is very difficult to accept when your child is not playing as much as the athlete or parent hopes. However, you must keep in mind that the coaches are professionals. Coaches see the athletes/participants at practice and games every day. Students may not be playing for various reasons such as safety concerns, ability level, attitude, and effort, etc. Coaches make judgment decisions on playing time based on what they see at school, practices, and games and what they believe to be best for all students involved.

As you have seen from the list above, certain issues can be and should be discussed with your child's coach. Other things, such as those that follow, will 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-Athlete's Playing Time, Attitude, Ability, etc.*

If a problem or concern should arise that requires a conference between the coaches and the parents, there are certain procedures that need to be followed. These procedures will help promote finding a resolution to the concern and give all parties involved a clear understanding of the other's position.

### **Conference Procedure**

If a concern presents itself, players are expected to talk to the coach themselves first. If there is still a question, call to set up an appointment with the coach. If after this meeting there continues to be a question, please contact the athletic director and all parties will meet to discuss the situation. Please DO NOT attempt to confront a coach before or after a practice or game. These can be emotional times for both parents and coaches. Meetings of this nature DO NOT promote resolution. Abide by the 24 hour rule and wait 24 hours before contacting or setting up a meeting with a coach.

## Expectations for Parents

Parents play a special role in contributing to the needs and development of students. Through encouragement and good example, parents can help assure that all the boys and girls learn good sportsmanship and self-discipline. Young sports individuals must learn to work together, sacrifice for the good of the team, enjoy winning, and deal appropriately with defeat-all while becoming physically fit and healthy. Give encouragement and show interest in his/her team.

**Be a positive role model-** Parents serve as role models for their children. Applaud good plays by your child's team as well as good plays by the opposing team. Support all efforts to remove verbal and physical abuse from sports activities.

**Remember that your child wants to have fun-** Remember that your child is the one playing the sport, not you. Let children establish their own goals-to play the game for themselves. Take care not to impose your own standards and goals on them. Don't put too heavy a burden on your child to win games.

**Reinforce positive behavior-** Positive reinforcement is the best way to help your child achieve their goals and their natural fear of failure. Nobody likes to make mistakes. If your child does make one, remember it's all part of learning, so encourage your child's efforts and point out the good things your child accomplished. Teach your child that hard work and an honest effort are often more important than victory-that way your child will always be a winner despite the outcome of the game.

**Don't be a sideline coach or umpire-**Coaches and umpires are in charge of the game. They need support, too, and that means refraining from coaching or umpiring from the sidelines. Help your child work toward skill improvement and good sportsmanship in every game.

### **As a parent or spectator:**

1. I give permission for my child to participate in the team sport/s and I will support the program/s. (I will not force my child to participate in sports.)
2. I will remember that children participate to have fun and that the game is for my child's development, not adults.
3. I will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy and demonstrating positive support for all players, coaches, officials, and spectators at every game, practice or other sporting event.
4. I will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
5. I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.
6. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
7. I will demand that my child treat other players, coaches, officials, and spectators with respect regardless of race, creed, color, sex or ability.
8. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
9. I will never ridicule or yell at my child or other participant for making a mistake or losing a competition.
10. I will emphasize skill development and practice and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.

11. I will respect the officials and their authority during games. I will never question, discuss, or confront coaches at the game field. I will take time to speak with coaches at an agreed upon time and place.
12. I will demand a sport environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
13. I will refrain from coaching my child or other players during game and practices, unless I am one of the official coaches of the team.

Failure to abide by these guidelines may result in disciplinary action for the spectator or parent involved. Disciplinary action could be, but not limited to, a conference with the athletic director, dean of students, principal, or superintendent, removal from the event, suspension from 1 or more games, or expulsion from all activities for the remainder of the season or school year based on the severity of the action.

If a parent or spectator is ejected for unsportsmanlike conduct, the parent or spectator will be suspended for 2 games for the first offense, and five games for a second offense. This is the same expectations our coaches follow based on the IESA handbook.

**FINAL NOTE:**

The administration and Board of Education reserve the right to waive, alter, or modify any penalties or guidelines as necessary due to extenuating circumstances.

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I ACKNOWLEDGE I HAVE RECEIVED AND READ  
THE METAMORA CONSOLIDATED SCHOOL  
DISTRICT #1 ACTIVITIES CODE.

Parent Name: \_\_\_\_\_  
Participants Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
School: \_\_\_\_\_

\*\*\*Please return the bottom portion of this page,  
along with other signed documents before the first  
contest. \*\*\*