

CREIGHTON  
COMMUNITY PUBLIC SCHOOL



JR/SR HIGH SCHOOL  
STUDENT/PARENT  
ACTIVITIES HANDBOOK  
2011-2012

## TABLE OF CONTENTS

<i>Activity Philosophy</i>	3	
<i>Activities Defined</i>	3	
<i>Warning for Participants and Parents</i>	3	
<i>Expectations of Coaches</i>	4	
<i>Expectations of Players</i>	4	
<i>Expectations of Parents</i>	5	
<i>Code of Conduct</i>	6-10	
<i>Definitions</i>	6	
<i>Violations</i>	6-7	
<i>Restrictions Defined</i>	7-8	
<i>Investigative Process</i>	8-9	
<i>Self-Reporting</i>	9-10	
<i>Responsibility if on Restriction</i>	10	
<i>Academic Standard</i>	10-11	
<i>Extra-Curricular Student Eligibility</i>	11-12	
<i>Physical Exams / Parent Permission</i>	12	
<i>School Insurance</i>	12	
<i>Student Attendance and Participation</i>		12
<i>Student Transportation</i>	13	
<i>Social Networking</i>	13	
<i>Wednesday Evenings</i>	13	
<i>Handbook Verification</i>	14	

## **ACTIVITY PHILOSOPHY**

It is the philosophy of Creighton Community Schools that activities are an integral part of the school's program of education which provides opportunities that will help students develop mentally, socially, and physically. It is our belief that through student activities, students are provided additional opportunities to experience success, build self-confidence, develop self-discipline, and learn to appreciate the value of hard work and persistence through these activities. The activity experience contributes to the knowledge, skill, and emotional patterns that they possess, thereby making them better individuals and citizens.

Activities are considered a privilege and not the right of students. Therefore, individuals that take part in student activities will be held to a higher regard and are expected to demonstrate self-control, good sportsmanship, and respect the value of competition. Participation in activities bears with it responsibilities to the team, school, community and to the individual themselves.

## **ACTIVITIES DEFINED**

A wide variety of activities are currently offered and all students are encouraged to participate provided they follow Board, State, NSAA, and Activity guidelines. Extracurricular activities include those events that are school sponsored, which do not count toward graduation, grade advancement, or as a part of an academic class and which participation is not required by the school. Examples of these events include, but are not limited to, sports, organizations, school banquets, music, dances, etc.

## **WARNING FOR PARTICIPANTS AND PARENTS**

The purpose of this warning is to bring to your attention the potential dangers associated with athletic injuries. Participation in any activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains, and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck, and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and observance of rules, injuries are still a possibility.

## **EXPECTATIONS OF COACHES**

- Be a role model
- Conduct well-planned practice sessions
- Provide a safe environment
- Teach fundamentals, skills, and rules of the activity
- Develop self-confidence
- Maintain positive and effective discipline
- Demonstrate the ability to evaluate the performance of activity participants
- Be knowledgeable and select appropriate strategies and tactics
- Enforce team rules in an equitable and consistent manner
- Maintain appropriate communication with students and parents
- Be able to motivate participants
- Support all activities within the school environment
- Provide constructive criticism when necessary in a positive manner
- Cooperate with administration
- Be responsible for physical forms, eligibility lists, rosters, transportation, uniform and equipment inventories and requisitions, and complete all end of season material

## **EXPECTATIONS OF PLAYERS**

- Represent the team and school in a positive manner
- Follow all school, team, and activity policies and rules
- Demonstrate proper respect for teachers, coaches, parents, officials, teammates, and opponents
- Demonstrate proper sportsmanship and respect towards opponents
- Demonstrate loyalty towards teammates
- Demonstrate pride and sense of caring for the program and school as a whole
- Always give a best effort
- Effectively communicate with coaches/sponsors
- Demonstrate a positive attitude
- Follow the Academic Standard and Code of Conduct
- Be at scheduled practices and events
- Take proper care of equipment

## **EXPECTATIONS OF PARENTS**

- Appreciate the efforts of your child
- Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship and actual skill level
- Be supportive of coaches, programs, and your child
- Teach your child to enjoy being part of an activity that has the intention to help your child grow socially, mentally, and physically
- Demonstrate proper sportsmanship as a spectator
- Always remember that children tend to exaggerate praise and criticism, temper your reaction and investigate before overreacting
- Maintain appropriate communication with the coach(es)
  - ♣ Appropriate concerns to discuss with coaches:
    - The treatment of your child
    - Ways to help your child improve
    - Concerns about your child's behavior
    - Injuries or health concerns
  - ♣ Issues not appropriate to discuss with coaches:
    - Playing time
    - Team strategy
    - Play calling
    - Other student participants
  - ♣ Appropriate procedures for discussing concerns with coaches:
    - Have your child talk to the coach
    - Arrange for a meeting with the coach and your child outside of practice, games, or academic time
  - ♣ What should a parent do if the meeting with the coach did not provide a satisfactory resolution?
    - Contact the Administration and arrange a meeting with coach, parent, and student.
    - An appropriate next step can be determined, if necessary

## **CODE OF CONDUCT AND ACTIVITY ELIGIBILITY**

Part I: Participating and attending activities is a privilege. This privilege carries with it responsibilities to the team, school, and community. The students' performance and devotion to high standards and values make their school and community proud. Participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures, and rules.

The Code of Conduct applies to all activities. Activities include, but are not limited to: all sports, cheerleading, dance, band, vocal, speech & drama, student council, National Honor Society, FFA, FCCLA, any school organized clubs, dances, and/or banquets.

Participant is defined as a student that participates in an activity or attends, has participated or attended, or will participate in or attend an activity.

Code of Conduct rules will apply any time during the school year, and will also include the time frame which begins with the official starting day of the fall sports season established by the NSAA. Any infractions at the conclusion of a school year will carry over to the following school year.

Code of Conduct rules apply regardless of whether conduct occurs on or off school grounds. If the conduct occurs on school grounds, at a school function, or in a school vehicle, the student may also be subject to additional discipline action found in the Student Handbook. Any student suspended or expelled from attending school will not be permitted to participate or attend activities.

Part II: The following actions and/or conduct are deemed inappropriate for any student who wishes to represent Creighton Schools in an extracurricular activity.

- A. The possession and/or consumption of alcohol beverages.
- B. The possession and/or use of a controlled substance.
- C. The possession and/or use of tobacco in any form.
- D. Engaging in any activity which is classified as a Class III Misdemeanor or more serious offense, as provided by the laws of the State of Nebraska. Offenses include, but are not limited to, assault, threats and intimidation of students and/or faculty, shoplifting, theft, etc.

- E. The failure to abide by the Academic Standard
- F. The refusal to abide by a coach's or sponsor's request concerning actions, appearance, and/or general conduct as a representative of the Creighton Schools.

Part III, Section 1: If a thorough investigation by the Administration establishes that a student is in violation of items A, B, or C as stated above, or any combination of such items, the following disciplinary action will be initiated:

- A. 1<sup>st</sup> offense for an individual school year: student placed on a **6-week** restricted period
- B. 2<sup>nd</sup> offense for an individual school year: student placed under restriction for the remainder of the year to include all activities, not a single activity season.
- C. 3<sup>rd</sup> offense for an individual school year: student will be placed on activity restriction for the remainder of the school year or for 20 weeks, whichever is the greatest period of time. If the activity violation occurs during the last 20 weeks of the current school year, the activity restriction will carry over to the next school year.

**\*\*\*Under this policy, the student does not have to be cited and/or charged by law enforcement, but to be found, through thorough investigation by administration, to be in the possession of alcohol, drugs, or tobacco.**

The restricted period will begin with notification from the Principal and should run in consecutive weeks. It will begin at midnight of the day of the violation or the day of discovery by school officials as the case dictates, and will end at midnight of the appropriate day.

Section 2: If a thorough investigation by the Administration establishes that a student has been cited or charged for any crime considered a Class III Misdemeanor or more serious, in accordance to the Laws of the State of Nebraska, the following disciplinary action will be taken.

- A. 1<sup>st</sup> offense for an individual school year: student placed on a 6-week restricted period
- B. 2<sup>nd</sup> offense for an individual school year: student placed

under restriction for the remainder of the year to include all activities, not a single activity season.

- C. 3<sup>rd</sup> offense for an individual school year: student will be placed on activity restriction for the remainder of the school year or for 20 weeks, whichever is the greatest period of time. If the activity violation occurs during the last 20 weeks of the current school year, the activity restriction will carry over to the next school year.

\*\*\*Under this policy, the student does not have to be found guilty in the Court of Law, but cited and/or charged for their activity.

\*\*\*Committing any act which is classified as a felony by the State of Nebraska will be considered a 2<sup>nd</sup> or 3<sup>rd</sup> offense.

The restricted period will begin with notification from the Principal and should run in consecutive weeks. It will begin at midnight of the day of the violation or the day of discovery by school officials as the case dictates, and will end at midnight of the appropriate day.

Section 3: Failure to adhere to the Academic Standard will result in an activity restriction further defined in the Academic Standard rules in the Activities Handbook.

Section 4: A confirmed violation of Item (F) in Part II, is punishable in accordance to criteria found in other appropriate sections of the Activity Handbook, Parent/Teacher Handbook, School Board Policy, or as developed by the various sponsors of these extracurricular activities.

Part IV, Section 1: A thorough investigative process will be made by Administration when it appears that a violation has occurred. The following process will be utilized to confirm a violation.

- A. The Administration will make an investigation to gather facts about the alleged violation.
- B. If the evidence suggests a student has been in violation, the student will be provided with an oral or written notice of the evidence against him or her and an opportunity to present his or her version of the situation.

- C. The Administration may restrict or suspend the student from activities after it has been determined whether or not a violation occurred.
- D. The student and parents will be notified of the action taken.
- E. If the student or parents of the student disagree with the decision that has been made, the parents may request an informal meeting before the Superintendent.
  - a. A hearing must be requested in writing within five (5) calendar days after the parents have been notified of the action taken.
  - b. Once a hearing has been requested, the hearing must take place within five (5) calendar days upon receipt of the hearing request, subject to extension for good cause as determined by the Superintendent.
    - i. The Superintendent will notify the participants of the time and place of the hearing in advance.
    - ii. The Superintendent may request additional Administration present at the hearing or additional individuals pertinent to the violation in question.
  - c. Upon conclusion of the hearing, a written decision will be provided to the parents within five (5) calendar days.
  - d. The activity restriction, imposed by Administration, will continue to be in effect until the hearing has been completed and a decision has been rendered by the Superintendent.

Section 2: The Student may be found in violation of the rules by the following:

- a. A faculty or staff member that sees and encounters a student violating a Code of Conduct policy and reports it to the Administration.
- b. Intervention by the law or legal authorities.
- c. Admission of guilt.
- d. Any source deemed reliable and factual by the Administration.

Part V, Section 1: **For a first offense violation**, a student has **two** options that may reduce the students restricted period:

**A. Come forward and confess his or her guilt to the sponsor of the appropriate activity or administration within three calendar days of the violation and have the restricted time reduced to three weeks.**

B. The student may have successful treatment for four weeks at a treatment center for the chemically dependent or regularly attend Alcoholics Anonymous or some verified, similar organization for four weeks or completes the SCIP referral and evaluation process.

Section 2: For a second offense violation, during an academic year, the student may be reinstated after completing a 6-week restrictive period and completing a successful treatment for four weeks at a treatment center for the chemically dependent or regularly attend Alcoholics Anonymous or some verified, similar organization for four weeks or completes the SCIP referral and evaluation process.

Section 3: If a student is cited / charged with a second misdemeanor, as defined by the Laws of the State of Nebraska, the student will not have the opportunity to reduce the restriction penalty unless the charges are dropped or the student is found innocent in the Court of Law, for one or both of the citations.

Section 4: If a student is cited / charged with a felony, as defined by the Laws of the State of Nebraska, the student will not have the opportunity to reduce the restriction penalty unless the charges are dropped or the student is found innocent in the Court of Law.

Part VI: Should a student be placed on restriction, he or she may not participate in any competitions, field trips, activities, or events related to the extracurricular activity. The student may continue to attend practices and/or meetings during the restrictive period. Activities as part of a curricular class are not considered to be extracurricular.

### **ACADEMIC STANDARD**

Because academics are the primary reason for attending school, students who are failing in more than one class will be ineligible to participate in school activities for a one-week period. Beginning the third week of the year and the last school day of the week following, teachers will submit names of those students who are near failing or are failing in their classes. Those students that are failing two or more classes will be placed on probation for one week. While on probation or ineligible, the student, must attend a 1/2 hour per class after school session for each class the student is failing. If the student does not comply with the rules of probation, the student will be deemed

ineligible. If the student remains failing in two or more classes at the end of the probationary week, they will be deemed ineligible in one-week increments until they are failing fewer than two classes. A student deemed ineligible could continue to practice but may not participate in activity events for the following week (Monday through Sunday).

### **EXTRA-CURRICULAR STUDENT ELGIBILITY**

The Creighton Board of Education recognizes the value of extra-curricular activities in the overall development of our youth. Participation in these activities is voluntary and considered a privilege made available by the school district. The following policy emphasizes the value of academics over activities while providing extra support for the classroom

#### Requirements of Creighton Board of Education

1. Attendance at practice is required unless excused by the coach or because of illness
2. Athletes will be neat, clean, and well groomed, and will display personal conduct of good sportsmanship in situations where they are representing the school.

#### Requirements of the NSAA/District

1. Physical examination – satisfactory medical finding must be met (cost of the physical examination will be paid by the student).
2. Parent/Guardian Permission
3. Insurance statement – insurance requirements must be fulfilled.
4. Eligibility requirements – scholastic standards of association.

#### Eligibility requirements

1. Student must be an undergraduate.
2. Student must be enrolled in at least twenty hours per week and in regular attendance.
3. Student must be enrolled in some high school on or before the 11<sup>th</sup> school day of the current semester.
4. Student is ineligible if 19 yrs. of age before September 1 of the current school year.
5. Student is ineligible if he/she has attended a four year high school more than 8 semesters.
6. Student must have been enrolled in school the immediate preceding semester.
7. Student must have received 20 semester hours of credit the immediate preceding semester.

8. Student shall not compete in any athletic contest during the season of the sport involved either as an individual or a member of a team unless he/she is representing his or her school.
9. A student may not participate on an all-star team while a high school undergraduate.
10. If the student is transferring from a home school and is accepted at a member high school as a tenth, eleventh, or twelfth grade student, he/she is considered a transfer student and shall be ineligible for varsity competition for ninety school days unless the home school is located in the same school district as the high school to which the student is transferring.
11. Those students who do not have their Enrollment Option applications signed, filed and approved prior to March 15 shall be ineligible for 90 school days, with such transfers being subject to hardship waiver guidelines.
12. A student shall not compete in a contest under an assumed name.
13. A student must maintain his/her amateur status.
14. Any other eligibility guidelines, bylaws, and/or rulings made by the NSAA.

### **PHYSICAL EXAMS/PARENT PERMISSION**

Before a student may practice or compete in competitive interscholastic athletics, activities sponsored by the NSAA, or cheerleading or dance, the student must have a physical examination administered by a licensed physician and submitted on a prescribed form and a signed parent permission consent must be on file.

### **SCHOOL INSURANCE**

Students are advised that the school is not financially responsible for injuries the student may receive while participating in school activities. Students are advised to carry an insurance plan available to them.

### **STUDENT ATTENDANCE AND PARTICIPATION**

In order to participate in any school activity, afternoon or evening, a student must have been in class attendance for at least half of the school day of the activity (11:42 am). A student may be excused for a funeral, doctor's appointment, or other special situations with Administrative approval.

## **STUDENT TRANSPORTATION**

Students must ride the activity bus or vehicle to activities and home. Exceptions may include:

- A. Students may ride home from an activity with their parents. The parent must see the sponsor, in person, to sign off his or her child.
- B. Students may ride home from an activity with an adult provided that the parents have presented a note to the administration ahead of time. The administrator must have the note in advance of the trip so that it can be verified.

## **SOCIAL NETWORKING**

Students who participate in extracurricular activities are particularly vulnerable to social networking postings. It is encouraged that all activity participants are careful about what they post or have posted on social networking websites. What is posted on social networking websites is public and can be accessed by others to view. Postings have and can lead to issues, including but not limited to, discipline, legal issues, employment, and/or scholarship eligibility.

## **WEDNESDAY EVENINGS**

Wednesday evenings are considered family evenings. Activity practices will conclude prior to 6 pm and participants will be given ample time to leave the school building prior to 6 pm. Contests will not be scheduled on Wednesday evenings with the exception of district, state, or unavoidable contests. No groups or clubs will be allowed in the building after 6 pm.

## **CREIGHTON COMMUNITY SCHOOLS**



### **ACTIVITIES CONSENT PAGE**

A. Activities are considered a privilege and not the right of students. Therefore, individuals that take part in student activities will be held to a higher regard and are expected to demonstrate self-control, good sportsmanship, and respect the value of competition. Participation in activities bears with it responsibilities to the team, school, community and to the individual themselves.

I have accessed a copy of the Creighton Community Schools Activities Handbook. I have had the opportunity to examine this handbook and understand its contents. I also understand that there are other board policies which govern school operations and that the handbook is not intended to be all inclusive.

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

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

**\*\*\*To access the Activity Handbook, via the Internet, please go to [creightonpublicschools.org](http://creightonpublicschools.org) and click the Handbook Tab on top of the screen. If you cannot access the handbook, via the Internet, copies are available in the office.**

B. The school district does not purchase any type of health insurance to cover injuries incurred by your child at school or while involved in school activities. We encourage all families to have accident coverage for their children.

My signature indicates that I/we understand the risks and potential dangers associated with participation in activities. We feel that we have adequate insurance protection for our son/daughter or have made alternative arrangements.

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

C. I understand that the Creighton Community Schools, on occasion, provides transportation for students when attending school related activities such as, but not limited to, activities and athletic events in which my child is involved. My signature below indicates that I give permission for my son/daughter to be transported by school transportation for these types of activities.

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

