

Southeast of Saline

Activities Handbook

It is the purpose of this handbook is to acquaint the Southeast of Saline Junior-Senior High School student participants and their families, with the major policy procedures and items related to specific areas in our school activity and athletic programs. It is hoped that a ready reference such as this handbook will facilitate the process of seeking information about administrative rules and regulations, and will provide a framework within which the athletic/activities departments can operate smoothly and efficiently. It is not meant to cover every set of circumstances, but to be a broad outline for all to follow, primarily for the unification of methods and making orientation an easier and more pleasant experience.

THE IMPORTANCE OF ACTIVITIES

A strong activities program can and should compliment a school's academic program. Activities are an integral part of the total curriculum of Kansas schools. A well-balanced activities program provides the opportunity for physical, social, and emotional development complementing intellectual growth.

Participation in school activities encompasses all students without regard to sex, race, or creed and teaches that it is a privilege and an honor to represent one's school. Inter-scholastic activities constitute a part of the right kind of "growing up" experiences for students. Participants learn tolerance and understanding of others and gain the self-satisfaction of accomplishing goals. Under a well-administered school program, students and spectators become better citizens through participation and observation of activities conducted under established rules.

It is the duty of the member schools of the Kansas State High School Activities Association (KSHSAA) to maintain an appropriate balance between the academic and activities programs offered.

Student Athlete Code of Conduct

Participation in any type of school activity can be a rewarding and enriching experience. Schools provide these types of experiences for young people to reinforce the overall mission of learning...to broaden one's frame of knowledge, to challenge oneself to set and attain goals, and to learn and apply proper forms of behavior in both cooperative and competitive social settings.

We expect all students at Southeast of Saline to demonstrate proper behavior whether they are an actual participant at an event or a fan in the stands helping to support fellow students. Listed below are our expectations for students when involved with school activities:

KSHSAA Rule #52 (Sportsmanship)

All actions are to be for – not against; positive – not negative!

- Be courteous to all.
- Know the rules, abide by and respect the official's decisions.
- Win with character and lose with dignity.
- Display appreciation for good performance regardless of the team.
- Exercise self-control and reflect positively upon yourself, team and school.
- Permit only positive sportsmanlike behavior to reflect on your school or its activities.

School activities should be a setting where students can demonstrate personal character including integrity, respect, responsibility and fairness. By placing the above sportsmanship guidelines at the forefront of our extra-curricular efforts, we promote the opportunity for students to grow and develop into good citizens and responsible adults.

Southeast of Saline

Activities Program Organization

KSHSAA Affiliation

The Kansas State High School Activities Association (KSHSAA) is the state association which governs interscholastic activities for middle schools and high schools throughout the state of Kansas. Southeast of Saline Jr/Sr High School is a member and is subject to the rules and regulations of the KSHSAA. No school official, coach/sponsor, or student shall violate those rules and regulations. Copies of the KSHSAA Handbook of Regulations are on file in the school office.

NCAA Affiliation

The North Central Activities Association (NCAA) is the Southeast of Saline league affiliation for junior high and high school activities. Member schools include: Beloit, Ellsworth, Minneapolis, Republic County, Russell, Sacred Heart, and Southeast of Saline. Our affiliation with these schools allows for consistent and competitive activities as well as a formal award and recognition program for student participants. Participants, coaches/sponsors, and administrators shall operate within the constitution and by-laws of the NCAA when involved with events recognized as league activities. Copies of the NCAA constitution and by-laws are on file in the school office.

Southeast of Saline

A chain of command with corresponding duties and responsibilities has been created to facilitate the continued development of quality activities programs at Southeast. At the level closest to the student participant, coaches and sponsors are responsible for creating and maintaining appropriate rules and guidelines for program management. Coaches and sponsors are responsible for supervision of students and for teaching appropriate skills necessary for student success. Administrators are responsible for total oversight of the activities programs. The principal and activities directors help establish funding priorities, monitor student participation, and evaluate performance of all programs.

Southeast of Saline Activities Participation Guidelines

Student In Good Standing

The KSHSAA identifies that a student must be “in good standing” in order to represent his/her school in an activity. Essentially, the building principal has the authority to identify this status for each student. At Southeast of Saline, we believe that a student who is under penalty of suspension or whose character or conduct brings discredit to the school or to the student is NOT in good standing and may be ineligible for a period of time as specified by the building principal. Later in this manual and also in the Southeast of Saline Student Handbook, further clarification is made in terms of inappropriate behavior or conduct that might jeopardize a student’s ability to participate in school activities.

Dual Eligibility

In order for a student to participate in any KSHSAA sanctioned activity, he/she must have passed a minimum of five academic courses (courses not previously passed) during the previous semester or the last semester of attendance.

Further, a dual eligibility system works at Southeast of Saline, which stresses consistent academic progress on a weekly basis. Students may not be failing two or more classes during any week beginning on Wednesday of each week through the following Wednesday. If they are, students are granted one “probationary” week per grading period; any subsequent weeks where two or more failing grades are present the student will be “ineligible” to participate, compete or in any way represent Southeast of Saline. Additional clarification of this policy can be found in the Agenda Student Handbook.

Basic Conditions of Participation

To participate in activities the student must...

- Be academically eligible
- Be in “good standing”
- Conform to KSHSAA Rule 52 (Sportsmanship)
- Attend at least one half of the school day on the day of a performance.(attend by noon)
- Represent the school in a positive manner in appearance and behavior
- Have a current physical on file in the office
- Have signed a statement of notification on expectations and rules which govern Southeast of Saline activities
- Have the SES concussion and head injury release form in the office

Attendance, Activities Participation

In order to be eligible to participate, students are required to attend at least one half of the school day in which the activity is scheduled. One half day is defined as in attendance by noon on the day of the activity. This requirement may be waived by administration for special circumstances. (such as unavoidable, non-illness related reason) This requirement includes practices for school functions.

Cut/No Cut Policy

Southeast of Saline Jr/Sr High School has a predominant no-cut philosophy in its activity programs. It is the belief of the school that all students will be allowed to participate in our programs if they meet school and state eligibility requirements and comply with all team rules. As the level of competition rises from 7th through 12th grade, the promise of actual interscholastic competition decreases. Students will not be cut, but as they get older they will have to earn their right to participate against other schools. As we do in academics, we will accelerate our younger participants to the next level if the coach/sponsor feels it is appropriate.

In the event a senior does not make a varsity squad, he/she will be informed of the situation by the coach prior to the first varsity contest or as soon as the player's performance makes that fact evident. Since it is a common practice that seniors do not participate on the junior varsity level, the coach may cut the athlete from the squad.

Southeast of Saline has many activities that do not have a junior varsity program. This makes it very difficult to have a no-cut philosophy for these activities; therefore, the activities that do not have junior varsity programs are allowed to have tryouts and to invite only a certain number of students to be involved (many of the "performance" groups are this way...Madrigals, Dance Team, Cheerleading, etc.)

Transportation

We encourage all participants to ride to and from school activities on school transportation. However, we do realize that circumstances at times make this impractical. For the benefit of students and parents the following guidelines are to be used when traveling...

- A student may be released to his/her parent or guardian at the site of the activity by the sponsor if the student's parent/guardian verbally requests the student be released to them. The sponsor will request the parent/guardian to sign a release document prior to leaving the site.
- A student may be released to another parent by the sponsor only if the student's parent/guardian has requested in writing that the student be allowed to travel home with another parent.
- A student may be released to other designated persons by the sponsor if the student's parent requests this release in writing. This request should be forwarded to the activities director or building principal for final approval.
- In emergency situations, the sponsor may release a student to other persons. Good judgement and common sense must play a role in this decision with the ultimate goal being student safety.

Coaches and sponsors will supervise all students until they are released to parents; however, out of courtesy and respect to our staff we ask that parents be prompt and waiting for the bus as it arrives back on campus.

Cancellations and Postponements

At times it is necessary to make changes in practice and competition schedules. The decision to alter a schedule is always made as quickly as possible and with as much relevant information as is available. Unfortunately, there are times when announcements on schedule changes cannot be made until the last moment although every effort is made to avoid this.

The safety of all participants is the critical factor in making these types of decisions. When possible, alternative arrangements for practice times will be made and announced.

Southeast of Saline Activity Recognition

Purpose

While most students do not participate in activities solely for recognition, we do believe it is important to take every opportunity we have to recognize and reward the success and achievements students have when they do participate and participate well. Our program of recognition is thoughtful, deliberate and strives to not only recognize excellence but to motivate others to excel and work for similar accomplishment.

Lettering

One major type of recognition is called lettering. Each sport and activity develops specific guidelines a participant must follow in order to earn a letter. The requirements help to establish a set of expectations for superior performance and dedication to the activity. The head coach/sponsor is responsible for the awarding of letters to the deserving participants in the activity. The lettering requirements are available from the coach/sponsor and are on file with the activities director.

Southeast of Saline Activity Listing Activity Organizations and Clubs

Student Council	Forensics
FCCLA	Foreign Language Club
Science Club	Art Club
TRUST	Varsity Club
NHS	Musical/Plays
Electric Car Race Team	Trap Shooting
FFA	

Performance and Athletic Groups

Cheerleading	Dance Team
Jazz Band	Madrigals
Football	Cross Country
Volleyball	Wrestling
Basketball	Golf
Baseball	Softball
Track & Field	Scholar's Bowl

All students are encouraged to participate in a variety of activities and groups. Sometimes, competing interests will require a student to select and/or prioritize their involvement. While participation in multiple activities is not prohibited, students should recognize it is not fair to the teams/clubs and the other students participating if you make commitments you cannot keep. There is a fine line between quantity and quality when it relates to student involvement, especially at the high school level. We are fortunate at Southeast of Saline to be able to offer a wide and diverse selection of programs for students to experiment with and learn from.

Southeast of Saline Behavior Policy

Rationale

It is the overwhelming opinion of health educators, sponsors and coaches that individuals perform best when they follow intelligent training rules which include restrictions on tobacco, alcohol, drugs and other mood altering substances. Medical research clearly substantiates the fact that the use of tobacco, alcohol and any type of mood modifying substances produces harmful effects.

It is also accepted as fact that the use of these products are injurious to the development of human growth. The educational environment cannot be compromised by condoning the use of these products by activity participants. Further, other behaviors which are illegal and show disrespect for one's self and others are not appropriate for students who wish to represent their school and community in activities.

Goals

The importance of enforcement of all regulations should be apparent. A firm, fair and uniform policy of enforcement is necessary for these regulations. It is our intent to preserve rules that reasonably pertain to the health and safety of the individual and to the orderly conduct of our activities. The welfare of the student is our major consideration. What happens to them is of primary importance.

Unacceptable Behaviors

The following infractions by an activity participant would be considered major behavioral violations.

:

- Possession or use of tobacco (chewing/smoking)
- Possession or use of alcoholic beverages
- Possession or use of illegal drugs or mood altering substances(including vape)
- Stealing, vandalism, or other illegal activities

Procedure

Upon learning of a suspected violation, the activities director shall gather information and impose the corrective action in accordance with policy

Corrective Disciplinary Action

The following schedule of corrective actions shall be taken by the activities director/rules council.

- First Offense of any of the first three unacceptable behaviors.
The student will be placed on a two week probationary period. If there is public record of an unacceptable behavior violation, the length of the probation will become one calendar month. During the designated probation period, the student may not participate, compete or represent the school in any activities. The student may continue to attend and participate in practices and may attend games as a team member only, if no school time is missed. If no activity is planned during the probationary period, the student will not be allowed to participate in the first scheduled school activity (non-scrimmage/rehearsal) that occurs after the probation has ended. If the probationary period exceeds the last day of school, the probationary period will be at the

beginning of the next school year and will effect the next scheduled school activity (non-scrimmage/rehearsal).

- Second Offense of any of the first three unacceptable behaviors.
The student will be suspended from participating in all school activities for the remainder of the school year. The student may no longer attend or participate in practices.
- Any offense relating to stealing, vandalism, or other illegal activities will be handled on a case-by-case basis to be consistent with the Southeast of Saline discipline policy.

Appeal Process

Once the activities director makes a decision, the student has the right to pursue an appeals process if he/she feels it is warranted. The first step in that process is to inform the activities director so a rules council can be created to assess the situation. This council will consist of the building principal, the head coach/sponsor of all activities the student is currently engaged in, the athletic/activities director, and a faculty representative appointed by student council. This council will hear any evidence brought forward that implicates a student in a violation of the activity rules. The student has the right to provide an explanation or defense of his/her situation at this meeting. At that time, the council will make a ruling and if necessary, corrective disciplinary action will be enforced.

If after the rules council review the student is still dissatisfied, he/she may make appeal to the superintendent of schools to be heard at the next scheduled board of education meeting.

This policy is not intended to supersede the Southeast of Saline Board of Education policy covering substance abuse. The board policy strictly covers violations on school grounds or at a school activity. The activity department guidelines would cover any activity member as long as they are a member of an activity group as Southeast of Saline. A violation of the board policy on a substance abuse would be counted as a violation of the Activity Department Guideline, but punishment would be as stated in the Southeast of Saline Board of Education policy.

Individual Team Rules

The coaches/sponsors of individual activities have the right to develop additional specific team rules which can apply to that sponsor's activity, but for the named infractions the penalties must be as stated in the guideline. All rules must be explained to the participants.

Activities

The activities which will be governed by this policy would be all KSHSAA sponsored events in addition to all school activities not covered by KSHSAA. In practical terms, this means that any activity sponsored by the school will fall under this policy and students who participate in these activities must abide by them.

**SOUTHEAST OF SALINE
ACTIVITIES HANDBOOK
Signature Page 2019-20**

Student: _____ Grade: _____
Address: _____ Phone: _____
City: _____ Zip: _____
Birthdate: _____ Physician: _____
Physician Phone: _____

CHECK THE SPORTS YOU PLAN ON PARTICIPATING IN THIS SCHOOL YEAR:

- | | | | |
|---------------------------------------|--|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> Cheerleading | <input type="checkbox"/> Cross-Country | <input type="checkbox"/> Basketball | <input type="checkbox"/> Baseball |
| <input type="checkbox"/> Dance Team | <input type="checkbox"/> Football | <input type="checkbox"/> Wrestling | <input type="checkbox"/> Softball |
| <input type="checkbox"/> Volleyball | <input type="checkbox"/> Track | <input type="checkbox"/> Golf | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Band | <input type="checkbox"/> Vocal | | |

INSURANCE

Southeast of Saline does not carry accident insurance on our student participants other than the required KSHSAA catastrophic plan. We do have brochures on an activities plan through Student Assurance Services. If interested, please contact the Jr./Sr. high office or the school nurse.

OUR CHILD IS COVERED:

- _____ 1. I am insuring my student under the Student Assurance Plan.
- _____ 2. We do not wish to purchase the school insurance. We, the undersigned, feel we have adequate insurance protection for our son/daughter while practicing or participating in Interscholastic Sports, or other school sponsored activities.

Although rare, we need to understand that participation in an activities program can lead to very serious injury. Many times our activity participants become injured and need some immediate medical attention. Some medical personnel will not assist unless the guardian has granted permission for medical treatment. Southeast of Saline personnel would make every effort to contact the guardian before any medical treatment is given.

I am aware of the dangers of activity participation and I am also aware of the policies in the Southeast of Saline Activities Handbook and understand that compliance with such policies is necessary to participate. I would like my son/daughter to be able to participate in the activities program at Southeast of Saline.

I grant permission for treatment deemed necessary for a condition arising during participation in these activities, including medical treatment recommended by a medical doctor.

SIGNED: _____
Parent/Guardian signature

I am aware of, and agree to abide by, the policies in the Southeast of Saline Activities Handbook and would like to be able to participate in the activities program at Southeast of Saline.

SIGNED: _____
Participant signature

Note: This sheet along with a current physical examination form must be on file with the Activity Director's office before participation will be allowed.