

**VIRGINIA CUSD #64 Extra-Curricular Activities Handbook**

*2024-25*



**EXTRA-CURRICULAR ACTIVITIES HANDBOOK**

**(XC Handbook)**

The purpose of this handbook is to establish a uniform policy regarding Extra-Curricular (including athletic and non-athletic) participation, eligibility, training rules, awards, and other items relating to the administration of the athletic program for the Virginia Middle School and High School athletic programs and those associated with the Virginia-Triopia-Meredosia Co-op.

**Agreement**

The guidelines in this handbook, inclusive of the Code of Conduct, apply to all students who participate in Extracurricular activities and athletics. These guidelines are **in addition to** the rules and regulations concerning student conduct found in the Student Handbook and may have additional requirements for student athletes and Extra-Curricular activity participants.

The Extra-Curricular handbook rules and the 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 this Extra-Curricular handbook. Student participants participating on co-op teams are subject to rules, guidelines and policies found in the Extra-Curricular handbook of the host school, with the exception being academic eligibility which is to be determined by the home school. Coaches will impose disciplinary measures appropriate to the offenses committed. Appeals may be made to the Athletic Director first, and then, if necessary, to school administration.

**Participation in ExtraCurricular activities is a privilege, and, as with any privilege, certain responsibilities are involved and certain behavior is expected of all participants.** Policies and guidelines set forth in this handbook must be supported and enforced by parents, participants, members of the athletic department and anyone associated with the school. Any conflict with co-op schools policies, the athlete will revert back to the homeschool handbook.

### **Expectations of Extra-Curricular Participants**

1. Display good sportsmanship.
2. Display the highest standard of conduct.
3. Display a proper respect for those in authority, including teachers, coaches and officials.
4. Display a spirit of cooperation with coaches and teammates.
5. Refrain from the use of profanity on and off the playing field.
6. Abide by all rules and regulations that govern the student body of both the home and residential schools.

### **Governing Bodies**

There are five organizations that govern or control the Virginia Extra-Curricular Programs (XC Programs).

**Virginia CUSD #64 Board of Education** – Makes all local policies and rules regarding XC participation; determines which sports will be offered; hires coaches.

**Illinois High School Association** – For all High School Athletics; makes state-wide rules and policies regarding athletic and Extra-Curricular participation; conducts state series in various sports.

**Illinois Elementary School Association** – For all Junior High Athletics; makes state-wide rules and policies regarding athletic and Extra-Curricular participation; conducts state series in various sports.

**Western Illinois Valley 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.

**Morgan County Conference** – For Junior High Athletics; makes rules and policies that govern conference contests and organizes conference championships and tournaments

### **Extra-curricular Objectives**

1. To place academic endeavors above other considerations and all Extra-Curricular activities, including athletics, second.
2. To develop in each participant: pride, a sense of accomplishment, and a desire to excel and win within the ethics of the competition.
3. To encourage, build, and promote improvement in the student's moral character, mental and emotional well-being and physical development.
4. To develop competitive teams and individuals of a superior quality by stressing fundamentals of each activity at every level.

### **Requirements for Participation in Extra-curricular Activities**

The terms 'Student-Athlete,' 'Student' or 'Student-Participant' includes anyone playing an athletic sport or participating in an Extra-Curricular activity as a member of a team or individually representing the school in a formal capacity.

**Before a student may practice or participate the following criteria must be met:**

- a. Have a current **physical** completed within the last 13 months.
- b. Have the participation **fee** paid in full before the athlete may participate.
- c. Have submitted a signed **Agreement to Participate** by both the student and his/her parent/guardian that they:
  - i. Are aware of the Extra-Curricular Handbook and the policies contained therein,
  - ii. Agree to abide by its terms and conditions,
  - iii. Acknowledge that the agreement is binding for the duration of the current school year, that it will be in effect from the first date of student enrollment and that it will be until the first day of school the following school year. Prior to the beginning of the fall sports season, information will be provided to explain XC policies (in the form of the current XC handbook) and a sheet outlining any changes from the previous school year. Both parent and students must sign the attached agreements signifying they are aware of and agree to abide by the terms and conditions outlined therein before the student may participate in any capacity. These rules will be reviewed each year by coaches and sponsors of the activity. These signed forms will remain in the school office.

- d. A signed agreement by the student not to use any drugs on the IHSA's most current banned drug class list and an agreement to take part in random testing for these substances.
- e. A signed agreement by the student's parent and student regarding the understanding and agreement to abide with the current concussion protocol and return to learn/return to play guidelines.
- f. Have a copy of a birth certificate or hospital record (Jr. High only) on file.
- g. Meet all academic requirements as established by the IHSA, IESA, and the Virginia CUSD #64 Board of Education.

### High School Sports

Virginia	Triopia
Bass Fishing	Baseball
Golf – Boys and Girls	Basketball – Boys and Girls
Scholastic Bowl	Cheerleading
Track	Dance
	Football
	Softball
	Volleyball

### Jr. High Sports

Virginia	Meredosia
Baseball	Softball
Basketball – Boys and Girls	
Cheerleading	
Cross Country	
Scholastic Bowl	
Track	
Volleyball	

### Eligibility for Athletics

#### 1. IHSA:

- a. A high school athlete must comply with all other IHSA guidelines including drug testing.
- b. A high school athlete must comply with all Virginia/Triopia/Meredosia policies regarding eligibility. Any athlete who receives a failing grade on the weekly eligibility check will be declared ineligible for a period of one week.
- c. Athletes who are declared academically ineligible can not participate in any scheduled athletic contests held during their week of ineligibility. After **three consecutive weeks (Excluding FFA Members)** of ineligibility, the athlete will be removed immediately from the team for the remainder of the season and may not start another activity until the season is over (**Excluding FFA Members**). Athletes, at the coach's discretion, may or may not be allowed to practice during their 1<sup>st</sup> and 2<sup>nd</sup> week of ineligibility.
- d. High school eligibility will be run weekly on Friday or last day of the week at 8:00 a.m., per IHSA. High school eligibility is based on Semester grade, not quarter grade and will start over each semester.
- e. The eligibility period runs from Sunday through Saturday.
- f. Since FFA is an academic-focused, year-round extracurricular activity, eligibility is considered on a week-by-week basis; multiple, consecutive weeks of ineligibility do not result in removal from the chapter. Suspensions apply to the number of events above the chapter level, with the total number of events determined by the FFA Advisor and Athletic Director according to the Section 12, District 3, Illinois, and National FFA Calendars of Events. If an FFA member is ineligible or suspended, they remain a member of the FFA Chapter and are expected to continue fulfilling obligations to the chapter at the local level, such as participating in chapter events, attending chapter and committee meetings, and maintaining Supervised Agricultural Experience records. FFA members who are ineligible or suspended are not able to compete in Career Development Events and Leadership Development Events or participate

in events above the chapter level (i.e. conventions, conferences, and workshops) for the duration of their ineligibility, with the exception of SAE Proficiencies, Grain Fair, Vegetable Fair, and Livestock Fair. Students may resume competitions/participation in activities above the chapter level upon eligibility or suspension end.

### Missing Homework

If the student does not submit assigned work by the teacher-established deadline, it will be recorded in the grade book as a zero. The student will have **two student attendance days** to complete the assignment for full credit. No credit will be given for late assignments after this 2-day extension.

A missing work report will be presented to students on Wednesdays. Students are responsible for completing the missing work as well as submitting the teacher-signed missing work report by **Thursday 3:00 p.m.** If a student fails to do this, they will be ineligible and unable to participate in IHSA/IESA extra-curricular activities the following week.

### Academic Dishonesty/Plagiarism

Academic dishonesty/plagiarism occurs when a student obtains or assists others in obtaining credit for work that is not his or her own. This includes actions such as copying and pasting text from another author, providing answers to another student on an assignment or utilizing unauthorized materials or resources during an exam, project or assignment.

After a student has been vetted by the administration to be found academically dishonest, they will face both *academic* and *behavioral* interventions as outlined below:

- 1st offense:
  - Student(s) will be required to resubmit the assignment for up to 50% credit
  - The teacher will contact the parent/guardian
  - Additional behavioral consequence may be given at the teacher's discretion
- 2<sup>nd</sup> and additional offense:
  - Student(s) will receive zero credit for the assignment/learning task
  - The teacher will contact the parent/guardian
  - Additional behavioral consequences will be given by the administration
  - Ineligibility for the following week or the 1st week of next IHSA/IESA contests

Additional violations could lead or result in dismissal from extra curricular activities as per the eligibility guidelines. Accumulation of offenses remains building specific.

## 2. IESA:

- a. A junior high athlete shall be in grades 5 through 8 and shall not have passed eighth grade standing.
- b. A Junior high school athlete must comply with all Virginia/Triopia/Meredosia policies regarding eligibility. Any athlete who receives a failing grade on the weekly eligibility check will be declared ineligible for a period of one week.
- c. Jr. High school eligibility will be run weekly on Friday or last day of the week at 8:00 a.m., per IESA. Eligibility is based on a weekly quarter grade and will start over each quarter.
- d. For all seventh grade athletic activities sponsored by a member school, a student shall be eligible through age 14 (fourteen). If a student in the seventh grade athletic activity becomes 15 (fifteen) from the beginning date of practice in an activity, as determined by the IESA standardized calendar, through the final event in the seventh grade state tournament series he/she is not eligible to participate in that activity. For boys and girls track, the final date of eligibility shall be governed by the member school's size classification.
- e. For all athletic activities sponsored by a member school, other than activities designated as seventh grade activities subject to by law 3.061, a student shall be eligible through age 15 (fifteen). If a student in an athletic activity becomes 16 (sixteen) from the beginning date of practice in an activity as determined by the IESA standardized calendar through the final event in the state tournament series in that activity, he/she is not eligible to participate in that activity. For boys and girls track, the final date of eligibility shall be governed by the member school's size classification.
- f. A student shall be permitted to try out only for those activities for which he/she is eligible by age.
- g. Athletes who are declared academically ineligible cannot participate in any scheduled athletic contests held during their week of ineligibility. After **three consecutive weeks** of ineligibility, the athlete will be removed immediately from the team for the remainder of the season and may not start another activity until

the season is over (Excluding FFA members). Athletes, at the coach's discretion, may or may not be allowed to practice during their 1<sup>st</sup> and 2<sup>nd</sup> week of ineligibility.

- h. Since FFA is an academic-focused, year-round extracurricular activity, eligibility is considered on a week-by-week basis; multiple, consecutive weeks of ineligibility do not result in removal from the chapter. Suspensions apply to the number of events above the chapter level, with the total number of events determined by the FFA Advisor and Athletic Director according to the Section 12, District 3, Illinois, and National FFA Calendars of Events. If an FFA member is ineligible or suspended, they remain a member of the FFA Chapter and are expected to continue fulfilling obligations to the chapter at the local level, such as participating in chapter events, attending chapter and committee meetings, and maintaining Supervised Agricultural Experience records. FFA members who are ineligible or suspended are not able to compete in Career Development Events and Leadership Development Events or participate in events above the chapter level (i.e. conventions, conferences, and workshops) for the duration of their ineligibility, with the exception of SAE Proficiencies, Grain Fair, Vegetable Fair, and Livestock Fair. Students may resume competitions/participation in activities above the chapter level upon eligibility or suspension end.
- I. The eligibility period runs from Sunday through Saturday.

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- 2<sup>nd</sup> and additional offense:
  - Student(s) will receive zero credit for the assignment/learning task
  - The teacher will contact the parent/guardian
  - Additional behavioral consequences will be given by the administration
  - Ineligibility for the following week or the 1st week of next IHSA/IESA contests

Additional violations could lead or result in dismissal from extra curricular activities as per the eligibility guidelines. Accumulation of offenses remains building specific.

### Semester Eligibility

If a High School student is deemed to have failed a semester, that student will automatically be declared ineligible for the following semester for all Extra-Curricular activities. Board policies, the School District, this handbook and the rules of the Illinois High School Association govern eligibility for athletic and non-athletic programs. This does not exclude the enforcement of policy found in this handbook and these rules will apply in addition to those of the other governing agencies. In a case of a conflict between IHSA rules and this handbook or in the case where there is a discrepancy between the policy/guidelines of Co-op schools, the student-athlete will revert back to host school policy.

Junior High Students Eligibility will be based on weekly grades each quarter. Any Jr. High Student ineligible for three consecutive weeks will be removed from the current sport or activity (excluding FFA).

### **Extra-curricular Participation Fees**

The cost per student is a \$50 flat rate with a maximum \$150 per family yearly.

### **Travel**

All participants shall travel to school sponsored events (games, practices and team meetings) and return home from events with the team on which the student competes/participates by use of school approved means of transportation, unless the parent gets approval from the administration (Administration Assistant (Office), Transportation Director, Athletic Director, Principal or Superintendent) using documentation such as a note, text or email. It is the responsibility of the parent and athlete to inform the coach and/or the bus driver. Using school provided transportation for the return home; the parent must sign out all student-athletes, unless approved by an administrator using documentation such as a note, text or email. Oral requests shall not be honored and oral permissions shall not be valid. In the event that the school does not provide transportation, arrangements will be made with the parents of the athlete regarding the method of transportation.

In the event that a student misses the district provided transportation to a team meeting, practice or competition the student should follow the protocol found in the extra-curricular handbook.

Any participant found to be in violation of this policy shall be subject to discipline in accordance with the school district's extracurricular discipline policies, rules and regulations as provided herein.

All students are still part of a team and, when not in conflict with tutorial, are expected to travel with the team to games and be in 'bench dress.' Parents may transport ineligible students who were unable to ride the bus to support the team however students will sit with the team upon arrival.

### **MISSED TRANSPORTATION**

If you are a student athlete or participating in an Extra-Curricular activity and have missed the district provided bus to practice or a game, first attempt to contact your teammates or coach on the bus, so they can let the driver know that you were left behind.

If your attempts to contact teammates or coaches are not successful, contact your parent/guardian to let them know what has happened. If you reach your parents and they tell you that you are permitted to drive to the practice or game you may do so only if an administrator has been informed. **The student driving is to transport no other student/athlete.** The parent can call the school at 217-452-3085 and leave a voicemail, send a text or email to an administrator verifying that the parent has authorized you to transport yourself.

### **ATTENDANCE**

#### **Absence from School on Day of Activity**

A participant who is absent from school on the day of an activity is ineligible for any activity on that day unless the absence has been approved in writing by the school administration.

The coach, if verified with administration may make exceptions:

- 1) For a medical absence, Doctor's note must be turned in upon the students arrival to school, in order for the athlete to be allowed to participate.
- 2) A death in the family.
- 3) An absence approved by the school administration.

Any student who has one or more trancies or who has been suspended from school will be suspended from participation in athletic activities by administration. A student-participant who is absent from school on a Friday before a Saturday event may be withheld from Saturday activities at the sole discretion of the administration.

### **Tardies**

Tardiness is defined as any late arrival of a student beyond the scheduled time that school begins. When students arrive late, they disrupt classes and forgo opportunities to learn. Further, they unfairly interfere with other students' opportunities to learn. Promptness is essential to student success. A tardy will be issued if the student arrives at school up to 15 minutes late. After 15 minutes, the tardy will be adjusted to an unexcused absence or excused absence per our attendance policy in 2.20 & 2.21.

***If a student-participant has an unexcused absence, they are prohibited from participating in practice or competition in an Extra-Curricular event or contest the day of that infraction.***

**Training Rules Regarding Alcohol, Drugs, and Tobacco**

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, distribution, purchase or sale of any alcoholic beverage, drug, drug paraphernalia, controlled substance, look alike, tobacco or tobacco product or any other substance which, 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. This prohibition shall include all school sponsored or school related activities, whether held before or after school, evenings or weekends and shall additionally include a prohibition of use by a student-participant in any instance where the school can demonstrate a reasonable connection to the school program or school athletic program. 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. These rules apply throughout the year and include those days when school is not in session.

<b>Alcohol/Drug/Tobacco/Criminal conduct</b>	
<p>1<sup>st</sup> Offense Level #1</p>	<p>Suspension of 25% of the entire season in which the infraction takes place, or, if out of season the next season in which the student will participate.</p> <p>If less than 25% of the season remains, the student will serve the remainder of the suspension during a subsequent season providing the student participates for the entire season.</p> <p style="text-align: center;"><b><i>1<sup>st</sup> Event of any Violation of the Athletic Training Rules or 1<sup>st</sup> Event that results in misdemeanor(s) conviction, or guilty plea or no-contest plea</i></b></p> <p>A suspended student will only be held accountable for the 3 consecutive weeks of ineligibility, not weekly. If they are ineligible for 3 consecutive weeks, then the suspension will reset.</p>
<p>2<sup>nd</sup> Offense Level #2</p>	<p>Suspension of 50% of the entire season in which the infraction takes place, or, if out of season the next season in which the student will participate.</p> <p>If less than 50% of the season remains, the student will serve the remainder of the suspension during a subsequent season providing the student participates for the entire season.</p> <p style="text-align: center;"><b><i>1<sup>st</sup> Event of any Violation of the Athletic Training Rules or 1<sup>st</sup> Event that results in misdemeanor(s) conviction, or guilty plea or no-contest plea</i></b></p> <p>A suspended student will only be held accountable for the 3 consecutive weeks of ineligibility, not weekly. If they are ineligible for 3 consecutive weeks, then the suspension will reset.</p>
<p>3<sup>rd</sup> Offense Level #3</p>	<p style="text-align: center;">Student may not participate in any EC Activity for the remainder of:</p> <p style="text-align: center;">Career in Jr. High (Through 8<sup>th</sup> Grade or 2 years) Career in High School (Through 12<sup>th</sup> grade or 4 years)</p> <p style="text-align: center;"><b><i>3<sup>rd</sup> Event that results in misdemeanor(s) conviction, or guilty plea or no contest plea</i></b> <b><i>or</i></b> <b><i>2<sup>nd</sup> Event that results in felony conviction, or guilty plea or no contest plea</i></b> <b><i>or</i></b> <b><i>3<sup>rd</sup> Event of any Violation of the Athletic Training Rules</i></b></p>

**Violation of Code of Conduct**

Any student-participant in violation of the training rules above shall be disciplined as follows, and penalties shall be cumulative during 5<sup>th</sup> – 8<sup>th</sup> grades for junior high students and 9<sup>th</sup>-12<sup>th</sup> grades for high school students. Should a suspension occur as a result of a violation of the code of conduct, the student cannot participate in any practice or Contest during the term of the suspension. The suspension will take place during the regular season and if necessary into the postseason. The ‘regular season’ will begin on Monday of the first day of the week in which a regular season

game/event is scheduled even if regular season competition may begin earlier according to the IHSA/IESA standardized calendar. The regular season will end on the day preceding Regional/Postseason play.

A student suspended for a violation of the code of conduct will serve in that suspension during all concurrent seasons.

Pre-Competition weeks will not be counted toward a suspension. Pre-Season games/Scrimmages are not considered part of the regular season and participation in these may be at the discretion of the coach/advisor.

Coaches have the right to require students to be present at practice or to attend the games.

Students who violate rules or regulations not falling under the CODE of CONDUCT as set forth in this document or as outlined by a coach is subject to the following consequences:

1<sup>st</sup> Offense in a school year

- Written Letter home to parent and suspension of 1 practice and/or 1 game
- can go to the game but can not dress and must sit with the team (coach's discretion)

2<sup>nd</sup> Offense of any nature in a school year even if in a different sport season

- Suspension of 2 practices and/or 2 games
- can go to the game but can not dress and must sit with the team (coach's discretion)

3<sup>rd</sup> Offense of any nature in a school year even if in a different sport season

- Removal for remainder of season

Any student-participant who receives an out-of-school suspension or an in-school suspension will not be allowed to practice or participate in any scheduled athletic contest during the time of the suspension.

### **Clarification of Breaking the Athletic Training Rules**

The word "caught" is significant when considering rumors or hearsay. Just as our courts cannot punish rumors, neither can our Athletic Code subscribe to penalties based upon rumors. It is mandatory for a coach, teacher, sponsor, or administrator to investigate hearsay; however, there must be substantial evidence of violations before the application of penalties. The Athletic Director shall always be the point person with regard to any investigation. The Athletic Director shall take all steps necessary to update the principal and superintendent while the investigation is ongoing. "Caught" in this case means: 1) incident reported in the media, 2) incident verified by law enforcement officials, 3) incident verified by Virginia/Triopia/Meredosia co-op officials/staff.

Any student-participant found in violation of rules and regulations must serve the suspension and complete the season in good standing. If they do not, the suspension will reset. A suspended student will only be held accountable for the 3 consecutive weeks of ineligibility, not weekly. If they are ineligible for 3 consecutive weeks, then the suspension will reset.

### **The Student shall not:**

1. Violate the school rules and school district policies on student discipline including policies and procedures on student behavior.
2. Ingest or otherwise use, possess, buy, sell offer to sell, barter or distribute a beverage containing alcohol (except for religious purposes).
3. Ingest or otherwise use, possess, buy, sell, offer to sell, barter or distribute tobacco or nicotine in any form.
4. Ingest or otherwise use, possess, buy, sell, offer to sell, barter or distribute any product composed purely of caffeine in a loose powdered form or any illegal substance (including mood-altering and performance enhancing drugs or chemicals) or paraphernalia.
5. Use, possess, buy, sell, offer to sell, barter or distribute any object that is or could be considered a weapon or any item that is a look alike weapon. This prohibition does not prohibit legal use of weapons in cooking and in athletics, such as archery, martial arts practice, target shooting and skeet.
6. Attend a party or other gathering and/or ride in a vehicle where alcoholic beverages and/or controlled substances are being consumed by minors.
7. Act in an unsportsmanlike manner.
8. Violate any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and reckless driving.
9. Haze or bully other students.
10. Violate the written rules for the extracurricular or athletic activity.
11. Behave in a manner that disrupts or adversely affects the group or school.



### **Additional Training Rules**

With the approval of the administration, each coach may establish additional training rules for his or her sport with regard to grooming, curfew, missing practices, etc. Copies of these rules shall be given to the student-participants prior to the start of each season. Sign-off cards must be obtained from student-participants and parents. Each coach is responsible for establishing and enforcing penalties for violation of these rules.

Only a district employed and board-approved head coach or assistant coach is permitted to coach during a competition or run a practice. Voluntary coaches must be approved by the board and are only to be used in supportive roles under the direct oversight of the coaching staff, not in a full coaching capacity.

### **Tryouts**

Students wishing to participate in extracurricular activities must attend the tryout for that sport or activity. (Exception will be made for a student who, due to an injury, is unable to try out at the designated time provided a valid Dr.'s note is on file.) A student who 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 may not be held for them. The tryout process shall not exceed two days. There will not be separate tryouts for individuals unless merited by injury as outlined above. These exceptions must be approved by the administration.

### **Team Selection**

Students are invited to try out and participate in sports and Extra-Curricular activities. Each tryout may include all grade levels (JH 5-8; HS 9-12) at the discretion of the coach. While students may be eligible for participation in XC Activities at the junior high level as early as 5<sup>th</sup> grade, IESA is an organization specifically designed to serve 7<sup>th</sup> and 8<sup>th</sup> grade Jr. High students. As per IESA guidelines, 8<sup>th</sup> Grade students may not play on any team lower than 8<sup>th</sup> grade. At the high school level, students classified as a senior may not play Junior Varsity unless approved by administration.

### **IESA/IHSA Penalties for Spectators, Players & Coaches**

A player who is ejected from a contest will now be required to miss the next two contests at the level at which the ejection occurred and all contests in the interim and complete the National Federation of State High School Associations Sportsmanship course. A second ejection by the same player in any sport will result in a five-game suspension and a \$100 fine.

Coaches who are ejected will still serve a two game suspension at the level at which the ejection occurred and all other contests in the interim but will now be required to complete the NFHS Sportsmanship course and pay a \$100 fine. A second offense will result in a five-game suspension and a \$250 fine.

A fan that is ejected will be required to watch the NFHS Sportsmanship course before he/she can return to watch contests and they must show proof of completion.

### **Conduct of Spectators at School Events**

Spectators at school events shall comply with the board policies governing conduct at school events and the laws of the State of Illinois. Spectators shall not engage in unreasonably abusive, loud, or boisterous conduct, which interferes with the activity or the participants in the activity. Nor shall any spectator engage in any conduct that unreasonably interferes with the enjoyment of the event by other persons in attendance. It is the responsibility of EVERYONE attending an event to show sportsmanship to anyone involved in school events. All IHSA and IESA rules shall apply.

Non-students of the Virginia/Triopia/Meredosia athletic co-op athletic co-op who violate this rule shall be subject to ejection from the event. Students of the district who violate this rule shall be subject to ejection from the event, as well as disciplinary action in accordance with the rules of the District governing student discipline. Any student or other person violating these rules may additionally be subject to denial of admission to school events for a period of not more than one year, pursuant to provisions of Board policy and 105 ILCS 2.24-24.

### **Cooperative Activity Hierarchy**

- A performance event takes precedence over a non-performance activity or a practice,
- A competitive event takes precedence over a performance or non-performance event,
- A Conference activity takes precedence over a non-conference activity
- An IESA/IHSA state series competition takes precedence over a conference or regular season competitive event.

- Academic events trump Extracurricular events.

Students who choose not to abide by this policy will have consequences related to the team or program they were supposed to support. The only time a student must choose is when equal level events are in conflict with one other. The student is allowed to choose with no consequences by the coaches/sponsors that are affected.

### **Department Policies**

1. School equipment checked out by the student-participant is his/her responsibility. He/she is expected to keep it clean and in good condition. Lost/damaged equipment is the student's financial obligation. FULL REPLACEMENT COSTS of the item(s) will be expected. Each coach must verify all school issued equipment has been turned in before student-participants can participate in another activity.
2. The Virginia School will only purchase team uniforms that are universal sizes. They will not purchase custom fit uniforms. If a team wants custom fit uniforms they will have to purchase it out of their account.
3. Modification of the Athletic or Team Uniform: 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.
4. If a student-participant goes to a doctor for any injury, he/she must obtain a written release from the doctor before he/she may return as a participant.
5. Any student-participant who receives an out-of-school suspension or an in-school suspension will not be allowed to practice or participate in any scheduled athletic contest during the time of the suspension. If a student-athlete has a 1 day suspension, the student-athlete will miss 1 day of practice/game(s). If the student has a 2 day suspension, the student-athlete will miss 2 days of practices/games, etc. If a 1 day suspension is served in the afternoon on one day and the morning of the next day, then the student-athlete will be required to miss the practice or game on the first day of the suspension and the same will apply to a 2 day, 3 day, etc. suspensions.
6. Student participants who miss a team bus to a game will not attend the contest as a team member unless transported by a parent or guardian. Should a student miss a bus they must follow the protocol found in the XC handbook. Participation in the contest is at the discretion of the coach.
7. Student-athlete participants MAY participate in more than one sport or activity at the same time. The hierarchy rule will apply.
8. Student participants must pay for all required items (ordered, lost, damaged or not returned) of clothing or equipment before they can play or practice.
9. Once practices start, any student-participant who quits or is removed from a team, for violating any Virginia/Triopia/Meredosia co-op rules/guidelines will not be allowed to try out for another sport or activity until the previous season has concluded (Excluding FFA members).
10. For any suspension, a letter will be sent to the parent notifying them of the suspension.
11. Coaches must verify that all school issued equipment and uniforms have been turned in before a student-participant can become a member of another group/activity. Coaches must turn into the Administration a completed inventory at the end of each sport. No exceptions.

### **Scheduling of Games and Practice**

If a Sunday practice/event is scheduled, it will only be held between 1:00–5:00 p.m. without exception. Transportation for Extra-Curricular activities will not leave school until 2:45 pm or later for away events except when absolutely necessary and approved by the superintendent. All practices and home games will be held at the host school. ***All school-sponsored events will have priority.***

### **All Sports-All Seasons**

1. There is to be no practice or contest scheduled without the approval of the administration.
2. There is to be no Sunday practice scheduled unless a tournament game is to be played on the following Monday.
3. There is to be no open gym for athletic teams on Sunday except between 1- 5pm and cleared in advance with the office
4. During extended breaks, such as Christmas, practices can be scheduled during the week but not on Christmas Eve, Christmas Day, New Years Eve, New Years Day, Thanksgiving, etc.
5. On nights where there are home events, coaches are to have their teams off the competition Gym floor no less than 45 minutes prior to the start of the contest so that staff may ready the gym for the contest.

6. Coaches are to remain on duty and are to supervise their squads until all members of their squads have left the building. Showers, locker room and gym lights are to be turned off before the coach exits the building.
7. Monthly practice schedules will be issued in writing to the Jr.-Sr. High school office and all squad members. Changes are not to be made without approval of the administration assistant (office) or administration.
8. If there is no calendar for the month, there will be no practices held.
9. If school closes early due to weather, there will be no practice session after school, without the superintendent's approval. Any scheduled events for that evening, will be canceled with the exception of postseason contest/event/game or match. Only the superintendent may choose to set aside this rule, based on weather conditions present at the time of cancellation.
10. No practice sessions will be scheduled during parent/teacher conferences.
11. Parents should see that the student-participants arrive 15 (fifteen) minutes before bus departure time and should make plans to meet the bus at the time it returns to school. In any event, parents should pick up student-participants within a 15 (fifteen) minute period.
12. Any student-athlete needing "Redbird Time" to spend with family or other approved occasions on Wednesdays will be allowed to miss practice without any consequences from the coach.
13. Coaches will limit practice to 2 hours on days when school is in session. Coaches are to maximize practice time.
14. The official end of a season will be the last game of the season for the team. The official start and end date for Cheerleading will be the same as Jr. High boy's basketball.
15. All 5<sup>th</sup>-6<sup>th</sup>-grade sports seasons will be at the coach's discretion. The Virginia School District will not schedule games, pay fees, pay for a coach or pay officials. All programs must fill out a facility use form and schedule practice in the High School office. Any lower level games during the season, the Virginia School District will take responsibility.

### **Letter and Award Requirements**

1. Students must play in **75%** of games (Varsity, 7<sup>th</sup> or 8<sup>th</sup> grade quarters or game) played, including tournaments to qualify for a letter.
2. Once a student has earned a letter in Jr. High or in High School, subsequent awards will be pins for each sport.
3. Only one letter may be earned regardless of the number of Extra-Curricular activities in which a student-athlete participates.
4. Coaches may present additional awards to any student-participant making an important contribution to the success of the team.
5. Student participants not meeting the requirements for a letter will receive a certificate at the sports banquet.
6. Failure to complete a season in good standing means forfeiting all awards. Student-participants in good standing will attend awards banquet/ceremonies unless excused by prior consent of the coach.

### **Athletic Awards**

**Golf:** Peyton O'Neil Award (Lowest Average), Zoe O'Neil Award & Most Improved

**Cross Country:** Most Improved (X2), Most Valuable Runner (X2) & Redbird Award (1)

**Baseball:** (x1)

Most Improved                      Most Stolen Bases                      Gold Glove

Highest Batting Average      Redbird Award                      Most RBI's

**Girls Basketball:** (X2-7<sup>th</sup> & 8<sup>th</sup>):

Redbird Award, Defensive Player, Most Improved & Offensive Player of the Year

**Boys Basketball:** (X2-7<sup>th</sup> & 8<sup>th</sup>)

Redbird Award, Defensive Player, Most Improved & Offensive Player of the Year

**Cheerleading:** (X1): Most Improved, Redbird Award, Most Dedicated, Spirit Award

**Volleyball:** (X2-7<sup>th</sup> & 8<sup>th</sup>): Karen McClure Best Defensive Award, Most Improved, Best Offensive & Redbird

**Jr. High Track:** (X4-7<sup>th</sup> & 8<sup>th</sup>/Redbird award X2): Track Points, Field Points & Redbird

**High Schools Track:** (X2-Boys and Girls): MVP Field, MVP Track, Redbird Award & Most Improved

**DISCLAIMER**

The policies found in this extracurricular handbook are by no means all-inclusive of all the rules, policies, protocols and procedures necessary to effectively run an athletic or extracurricular activity.

New rules may be adopted and changes made as needed. Violations of student conduct; including those not explicitly outlined in this document will be addressed and dealt with on a case-by-case basis by administration.

Stage	Physical Activity
1	No Activity
2	Light Exercise: <70% age predicted max heart rate(Stationary bike, light jog, etc.)
3	Sports-specific activities without the threat of contact from others
4	Non-contact training involving others, resistance training
5	Unrestricted training, full contact practice
6	Full return to play

**Definition of a Concussion**

A concussion is a traumatic brain injury that interferes with normal brain function. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding ” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. “Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional.”

**Virginia Jr./Sr. High School Concussion Action Plan & Return to Play/Learn Policy and Protocol****Behavior or signs observed indicative of a possible concussion**

- Loss of consciousness
- Appears dazed or stunned
- Appears confused
- Unsure of game, score, or opponent
- Answers questions slowly
- Headache
- Can’t recall events prior to or after the injury symptoms reported by a player indicative of a possible concussion
- Forgets plays
- Moves clumsily
- Shows behavior/personality changes
- Nausea
- Double or fuzzy vision
- Feeling sluggish
- Balance problems or dizziness
- Sensitivity to light or noise
- Confusion
- Feeling foggy or groggy
- Concentration or memory problems

**When students return to school after a concussion, professionals should watch for:**

- Increased problems paying attention or concentrating
- Increased problems remembering or learning new information
- Longer time needed to complete tasks or assignments
- Difficulty organizing tasks or shifting between tasks
- Inappropriate or impulsive behavior during class
- Greater irritability
- Less ability to cope with stress
- More emotional than usual
- Fatigue
- Difficulties handling a stimulating school environment (lights, noise, etc.)
- Physical symptoms (headache, nausea, dizziness)

\*According to the National Federation of State High School Association (NFHS) any player who exhibits signs, symptoms, or behaviors consistent with a concussion shall be immediately removed from play and shall not return to play until cleared by an appropriate health care professional. In applying this rule in the state of Illinois, it has been determined that only certified athletic trainers and physicians licensed to practice medicine in all its branches of Illinois can clear an athlete to return to play (RTP).

**\*Before full return to play clearance can be given, any athlete diagnosed with a concussion will have to be free of symptoms, and be cleared in writing by an appropriate health care professional.**

#### **Graduated Return to Play Progression (RTP)**

\*Stages should be separated by at least 24 hours.

\*If symptoms reoccur or worsen, athletes must return to the previous stage until symptom free.

\*There are no predetermined time frames for each stage.

\*It is highly recommended that the athlete be symptom free before starting a RTP progression.

\*There are certain modifiers for some athlete's health history that may be adjusted to the current RTP progressions guidelines.

\*Cumulative concussions may dictate a more conservative approach when referring to the RTP guidelines scale.

#### **Concussion Oversight Team**

Sam Nicholas- Athletic Director

Matt Owens-Jr. High/High School Principal

Jeff Bourne-Elementary Principal

Shana Whitehead-Nurse Practitioner

## POST-CONCUSSION DAILY SYMPTOM CHECKLIST

**Athlete name:** \_\_\_\_\_

**Injury date:** \_\_\_\_\_

*Symptoms should be rated on a scale from 0-6.*

*0=No symptoms 1-2=Mild symptoms 3-4=Moderate symptoms 5-6=Severe symptoms*

<b>Date:</b>						
<b>RTP Prog. Day:</b>						
<b>Symptoms:</b>						
Headache						
Nausea						
Vomiting						
Dizziness						
Fatigue						
Trouble falling asleep						
Sleeping more than usual						
Drowsiness						
Sensitivity to light						
Sensitivity to noise						
Sadness						
Nervous/Anxious						
Numbness/Tingling						
Feeling slowed down						
Feeling like you're "in a fog"						
Difficulty concentrating						
Difficulty remembering						
Blurred vision						
Pressure in head						
Confusion						
Irritability						
Notes:						
Initials:						

## **IHSA PERFORMANCE-ENHANCING SUBSTANCE TESTING POLICY 2019-20**

### **Introduction**

In accordance with the work of its Sports Medicine Advisory Committee, the Illinois High School Association shall implement a performance-enhancing substance testing program for student-athletes at IHSA member schools.

### **Background**

The value of high school interscholastic programs is found in the overall physical, emotional, and intellectual development of student-athletes. In that pursuit, anabolic steroids and performance-enhancing dietary substances offer no positive contribution. Rather, their use jeopardizes not only the health of student-athletes, but also impedes their overall development. And since this use runs counter to the purpose and value of interscholastic programs, coaches, administrators, school officials or employees, or booster club/support group members have an obligation and responsibility to provide only healthy, safe, and approved substances to student-athletes. In a national study conducted by the U.S. Department of Health in 2003, findings of the survey suggested that just over 3% of surveyed 10th and 12th graders were either currently using anabolic steroids or had within the past year of the survey. A combination of these results and increased dialogue between member schools and the IHSA brought about the realization that the membership was desirous of more direction on this issue. Furthermore, in December of 2006, member schools approved IHSA By-Law 2.170, which took effect on July 1, 2007 and identifies what schools or school officials can and can not distribute to student-athletes, a change aimed at strengthening the relationship between students and their schools by affirming the school's commitment to offering a safe environment in which their students can develop.

Since 2005, the IHSA, through the work of its Sports Medicine Advisory Committee and in conjunction with the National Federation of State High School Associations, has attempted to increase awareness on anabolic steroid use by high school students and provided resources which schools, athletes, and parents could use to reinforce the dangers of anabolic steroids and performance-enhancing dietary substances. For a complete list of resources, interested individuals can access the IHSA's Sports Medicine Advisory Committee's Special Topics at [www.ihsa.org](http://www.ihsa.org).

Since 2008-09, over 2,000 high school student-athletes have been tested as a part of the IHSA's Performance-Enhancing Substance Testing Program. The testing program began as a post-season testing program but has evolved over the past three years to make any student who participates in an IHSA-sponsored or sanctioned athletic event eligible for substance testing in accordance with this policy.

### **General Prohibitions**

1. It shall be considered a violation of the IHSA By-law 2.170 and its subsections for any student-athlete to ingest, or otherwise use any substance of the IHSA's Banned Substance Classes, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition.
2. Violations found as a result of the IHSA's Performance-Enhancing Substance Testing program shall be penalized in accordance with this policy.
3. Violations found as a result of any other drug or substance testing conducted by a member school shall be penalized in accordance with the member school's athletic code of conduct policy.

### **Banned Substances**

A posting of banned substance classes shall be prepared annually by the IHSA Sports Medicine Advisory Committee and approved by the IHSA Board of Directors. It shall be subject to updates at any point during a school term. A complete posting of the current year's banned substance classes list can be accessed at [www.ihsa.org](http://www.ihsa.org).

### **Consent**

The association shall prohibit a student from participating in an athletic competition sponsored or sanctioned by the association unless the following conditions are met:

The student agrees not to use any performance-enhancing substances on the association's most current banned substances classes list, and, if the student is enrolled in high school, the student submits to random testing for the presence of these substances in the student's body, in accordance with the program established by the association.

The association obtains from the student's parent a statement signed by the parent and acknowledging: that the parent's child, if enrolled in high school, may be subject to random performance-enhancing substance testing; that State law prohibits possessing, dispensing, delivering, or administering a performance-enhancing substance in a manner not allowed by State law; that State law provides that bodybuilding, muscle enhancement, or the increase of muscle bulk or strength training through the use of a performance-enhancing substance by a person who is in good health is not a valid medical purpose; that only a licensed practitioner with prescriptive authority may prescribe a performance-enhancing substance for a person with a documented medical need; and that a violation of State law concerning performance-enhancing substances is a criminal offense punishable by confinement in jail or imprisonment.

### **Selection of Athletes to be tested**

- The method for randomly selecting Schools or Student-athletes to be tested for performance-enhancing substances will be approved by the IHSA in advance of any performance-enhancing substance testing, administered by the third party administrator and implemented by the assigned testing certified collector.
- Student-athletes in the 9th, 10th, 11th and 12th grades at IHSA member-schools are subject to random selection for performance-enhancing substance testing.
- Selection of Student-athletes will be based upon a random selection process approved by the IHSA and conducted by the third party administrator.
- Student-athletes will be randomly selected from the current IHSA Performance-Enhancing Substance Testing Student-athlete Listing Form. The IHSA Performance-Enhancing Substance Testing Student-athlete Listing Form shall be the official list of all Student-athletes in grades 9-12 participating in IHSA athletic activities. The School is required to utilize the IHSA Performance-Enhancing Substance Testing Student-athlete Listing Form, which is available for download on the IHSA website.
- If a student is selected for substance testing and is notified and then subsequently excused from testing that day by the certified collector, the third party administrator may return at a later date to test the student-athlete.
- A substitution, who will also have been randomly selected, shall be made for a Student-athlete who is selected for performance-enhancing substance testing but is absent on the day of said testing. Randomly selected Student-athletes who do not appear for testing for reasons other than an Excused Absence will be treated as if there was a positive test result for an performance-enhancing substance and subject to applicable penalties as described later in this policy

### **School and Student-athlete Notification of Testing**

- The member school representative and testing site coordinator at a selected School will be officially notified of the performance-enhancing substance testing a minimum of twenty-four (24) hours (1 business day) but no more than forty-eight (48) hours (2 business days) before the day of testing by the third party test administrator.
- The member school representative, testing site coordinator, and/or any other school personnel notified of a performance-enhancing substance testing event are required to keep such notification confidential. Failure of a member school representative, testing site coordinator and/or any other school personnel so notified to keep such notification information confidential will be considered a violation of this policy and subject the member-school to possible sanctions in accordance with section 1.460 of the IHSA Constitution.
- Upon notification of testing, the member school representative will be required to provide an accurate and current list of all Student-athletes in grades 9-12 participating in IHSA athletic activities at the school to the third party test administrator for Student-athlete random selection. The member school representative will be required to submit the list within the time frame specified by the third party test administrator in their notification. The member-school is required to utilize the IHSA Performance-Enhancing Substance Testing Student-athlete Listing Form, which will be available for download on the IHSA website. The IHSA has the authority to perform audits to ensure that schools are providing complete and accurate Performance-Enhancing Substance Testing Student-athlete Listing Forms to the third party test administrator.
- Upon arrival at the School, the Performance-Enhancing Substance testing certified collector will provide the member school representative with a list of the randomly selected Student-athletes for performance-enhancing substance testing. The randomly selected Student-athletes will be notified of performance-enhancing substance testing by the member school representative. The member school representative will notify the Student-athlete in person to report immediately to the Collection Station.



- Upon notification the member school representative will have the Student-athlete read and sign the IHSA Student-athlete Notification Form. The time of notification will be recorded on the form. The Student-athlete will report for performance-enhancing testing immediately upon notification. Failure of the Student-athlete to report immediately may be found by the Certified collector to be a violation of this protocol.
- School Personnel will be available in the Collection Station at all times to certify the identity of Student-athletes who cannot provide photo identification and will be responsible for security of the Collection Station at all times.

### **Administration of tests**

Specimens shall be collected by an independent third party administrator and forwarded to a performance-enhancing substance testing laboratory with current certification from the Substance Abuse and Mental Health Services Administration of the United States Department of Health and Human Services, the World Anti-Doping Agency, or another appropriate national or international-certifying organization.

### **Specimen Collection Procedures**

The methodology for taking and handling samples shall be in accordance with current legal standards and shall be reviewed annually as a part of this policy. A full explanation of the collection protocols are outlined in Appendix A of this policy.

Appendix A can be referenced at:

<http://ihsa.org/documents/sportsMedicine/2013-14/2013-14%20PES%20policy%20final.pdf>

### **Sufficiency of results**

A positive result will be any result reported as positive by the accredited laboratory. The Medical Review Officer (MRO) may grant a Medical Exception to a student-athlete who is able to produce documentation showing a legitimate medical need and a prescription from a licensed physician for a banned substance. Results reported as positive by the laboratory shall maintain positive status even though a sanction may not be applied to the student-athlete.

### **Appeal process**

If the certified laboratory reports that a student-athlete's sample has tested positive, and the IHSA Medical Review Officer confirms that there is no legitimate medical reason for a positive result, a penalty shall be imposed unless the student-athlete proves, by a preponderance of evidence, that he/she bears no fault or negligence for the violation. Appeals shall be heard in accordance with IHSA By-law 1.460 before the IHSA Board of Directors.

### **Penalties**

1. Any person who tests positively in an IHSA administered test, or any person who refuses to provide a testing sample, or any person who attempts to alter the integrity or validity of the urine specimen, or any person who reports his or her own violation, or any other breach of the IHSA protocol as determined by the independent third party administrator shall immediately forfeit his or her eligibility to participate in IHSA competition for a period of 365 days from the test results are reported to the student and the school. Any such person shall also forfeit any individual honor earned while in violation. The student may apply for reinstatement of his/her athletic eligibility no sooner than 90 calendar days of the suspension following successful completion of an approved educational program and testing negative in a subsequent substance test administered by the association's third party test administrator. The costs of the educational program, and the additional substance test, are the responsibility of the student. Additionally, the IHSA reserves the right to conduct follow-up substance tests, in accordance with the procedures outlined in this policy, on any such person who tests positive for a banned substance class in an IHSA administered test.
2. Under the provisions of Article 1.460 of the IHSA Constitution, the Executive Director will evaluate each positive test result situation on a case-by-case basis to determine if a team/school penalty is appropriate.
3. Under the provisions of Article 1.460 of the IHSA Constitution, the Executive Director will evaluate each positive test result situation on a case-by-case basis to determine if a coach at a member school knowingly violated the rules of the testing program and if a subsequent penalty against any such coach is appropriate.
4. Under the provisions of Article 1.460 of the IHSA Constitution, appeals will be heard by the IHSA Board of Directors.

### **Reporting of Results**

In reporting results of IHSA administered substance tests, the accredited laboratory will forward all completed substance test results to the third party administrator. The third party administrator will forward all negative results to the designated IHSA representative. Upon receipt of negative test results, the IHSA will notify member schools of those results. In the event of positive test results, however, the third party administrator will forward all positive substance test results to the MRO to determine if a medical exception is to be granted to the student-athlete. In such cases, the following shall serve as this policy's medical review process:

1. The third party administrator will notify the MRO of the positive test result. At this time, the IHSA will also be notified that a positive test result has occurred.
2. The MRO will have 48 hours from the time of their notification of the positive test result to contact the student's parent(s)/legal guardian(s). If the MRO is unable to establish contact within 48 hours, the submission time outlined in #3 shall begin.
3. The student's parent(s)/guardian(s) have 48 hours from the time of their notification of the positive test result from the MRO to respond and provide appropriate documentation/materials. If appropriate documentation is not submitted within the prescribed time period, a medical exception shall be denied.
4. Upon receipt of appropriate documentation, the MRO shall have five (5) business days to review submitted documentation/materials and make any final determination whether a medical exception shall be granted or denied.
5. Final determination will be forwarded to the third party administrator and then to the IHSA.
6. If a medical exception is not granted by the MRO for a Student-athlete with a positive finding on Specimen A, Specimen B will automatically be tested. The third party test administrator will notify the member school representative by telephone as soon as possible of the initial positive finding on Specimen A. The telephone contact will be followed by a letter (marked "confidential"), which will be mailed to the member school representative. The third party test administrator will, during the telephone conversation, advise the member school representative that Specimen B will be tested.

### **Specimen B**

For Student-athletes not granted a medical exception and with a positive finding on Specimen A, there is no penalty imposed until completion of analysis of Specimen B.

The third party test administrator will contact the Parent by telephone as soon as possible and notify them of the positive finding in reference to Specimen A and that Specimen B will be tested. The telephone contact will be followed by a letter (marked "confidential"), which will be mailed to the Parent.

The third party test administrator will, during the telephone conversation, advise the Parent that Specimen B will be tested. The third party test administrator also will inform the Parent that the Student-athlete may have representation at the Laboratory for the testing of Specimen B and that the Student-athlete in question is not subject to penalty until completion of analysis of Specimen B.

Notification by the Parent of the intent to have representation at the Laboratory must be given to the third party test administrator within 48 hours (2 business days) of being advised that Specimen B will be tested. Notification of the desire to have a representation at the Laboratory can be accomplished via telephone, fax, e-mail or in writing to the third party test administrator.

If the Parent desires representation for the Student-athlete at the Laboratory, they must present themselves, or, upon appropriate permissions for confidentiality being granted, their representative, at the Laboratory, at an appointed date and time, within 2 business days of the notification of intent to have representation. Any expenses associated with travel to the Laboratory for this purpose are the responsibility of the Student-athlete or their Parent. If the Parent of the Student-athlete cannot arrange for such representation, the Laboratory will arrange for a Surrogate to attend the testing of Specimen B.

The Surrogate will not otherwise be involved with the analysis of the Specimen. At the testing for Specimen B, the Student-athlete, the Parent, their representative or the Surrogate will verify by signature as to the Specimen Bar Code on Specimen B, that the Specimen Barcode seal is intact, and that there is no evidence of tampering. If the Specimen Barcode seal on Specimen B does not match, is not intact or there is evidence of tampering, Specimen B will not be tested and will be discarded by the Laboratory. The result for that Specimen Barcode will be reported to the third party test administrator as negative and the Student-athlete will not be subject to penalty. In this scenario, the IHSA may require that the third party test administrator collect another Specimen from the Student-athlete.

Specimen B findings will be final. The Laboratory will inform the third party test administrator of the results.

For Student-athletes who have a Specimen B negative finding, no further action will be taken and the Student-athlete will not be subject to penalty. Negative results for Specimen B will be communicated in the same manner that negative results for Specimen A are communicated. For Student-athletes who have a Specimen B positive finding, the third party test administrator will contact the IHSA, the Parent and the member school representative by telephone as soon as possible and notify each of the Specimen B positive finding,

Upon notification of the Specimen B positive finding, the IHSA Executive Director shall notify the school of the student and/or school's penalty for the positive test result. A positive finding may be appealed by the Student-athlete or by the Parent on the Student-athlete's behalf to the IHSA.

Specimens with negative results are kept for five (5) business days and then discarded by the Laboratory. Specimens with positive results are kept by the Laboratory for a minimum of one (1) year.

#### **Confidentiality**

Results of all tests shall be considered confidential and, unless required by a court order, shall only be disclosed to the student, his or her parents/legal guardian, the principal, assistant principal(s), and activity director(s) of the school attended by the student.

#### **Collection of results**

The IHSA Sports Medicine Advisory Committee shall annually compile and report the results of the testing program to the IHSA Board of Directors. In addition, the committee shall hear an annual report from its selected Medical Review Officer (MRO) and third party test administrator regarding the previous year's testing as a means of consultation prior to its determination of tested sports for the following school term.

#### **Program renewal**

The IHSA Board of Directors shall annually determine whether this policy shall be renewed or discontinued.



### Agreement to Participate

**Each student and his or her parent/guardian must read and sign this *Agreement to Participate* each year before being allowed to participate in interscholastic sport(s) athletics or intramural athletics. The completed *Agreement* should be returned to the School office, Athletic Director or Coach. I understand that my failure to return this agreement will not relieve me from being responsible for knowing or complying with school and district rules, policies and procedures.**

Student name (printed) \_\_\_\_\_

1. I wish to participate in the interscholastic sport(s) or Activity(s) that are offered through the Virginia school.  
Initial \_\_\_\_\_
2. I acknowledge reading the eligibility rules of any group or association sponsoring any athletic activity in which I want to participate and I agree to abide by them.
3. Before I will be allowed to participate, I must: (a) provide the School District with a certificate of physical fitness (if participating in interscholastic sport(s), (the ***Pre-Participation Physical Examination Form*** from the IHSA or IESA serves this purpose), (b) show proof of accident insurance coverage, and (c) complete any forms required by any association sponsoring the interscholastic athletic activity, including when applicable and without limitation, ***IHSA Sports Medicine Acknowledgment & Consent Form, Acknowledgement and Consent***. IHSA refers to the Illinois High School Association and IESA refers to the Illinois Elementary School Association.
4. I agree to abide by all conduct rules and will behave in a sportsmanlike manner. I agree to follow the coaches' instructions, playing techniques, and training schedule as well as all safety rules.
5. I understand that Board policy 7:305, *Student Athlete Concussions and Head Injuries*, requires, among other things, that a student athlete who exhibits signs, and symptoms, or behaviors consistent with a concussion or head injury must be removed from participation practice or competition at that time and that such the student will not be allowed to return to play or practice until he or she has successfully completed return-to-play and return-to-learn protocols, including having been cleared to do so return by a the treating physician licensed to practice medicine in all its branches or a certified athletic trainer under the supervision of a physician.
6. I am aware that with participation in sports comes the risk of injury, and I understand that the degree of danger and seriousness of risk vary significantly from one sport to another with contact sports carrying the highest risk. I am aware that participating in sports involves travel with the team. I acknowledge and accept the risks inherent in the sport(s) or athletics in which I will be participating and in all travel involved. I agree to hold the District, its employees, agents, coaches, School Board members, and volunteers harmless from any and all liability, actions, claims, or demands of any kind and nature whatsoever that may arise by or in connection with my participating in the school-sponsored interscholastic sport(s) or intramural athletics. The terms hereof shall serve as a release and assumption of risk for my heirs, estate, executor, administrator, assignees, and for all members of my family.

**To be read and signed by the parent/guardian of the student:**

I am the parent/ guardian of the above named student and give my permission for my child or ward to participate in the interscholastic sport(s) or activity indicated. I have read the above *Agreement to Participate* and understand its terms.

1. I agree to and have accessed the information that is necessary for my student to participate in the extra-curricular activities at Virginia CUSD 64 or within co-op sports hosted by Triopia, Meredosia & Beardstown Schools. The information I have read and agreed to was provided at registration, a seasonal meeting, or the Virginia CUSD 64 web page. I understand that I will sign the agreement to adhere to the policies as outlined in the Virginia CUSD 64 Extra-Curricular Handbook. Furthermore, if I participate in an event hosted by another school, I will be required to follow the host schools policies and procedures as well as Virginia CUSD 64. I understand if a violation occurs and there is a conflict with policies, the athlete will be reverted back to the policy of Virginia CUSD 64.

The information sheets that I agree to I have initialed below:

**Virginia Extra-Curricular Code of Conduct**

**Virginia Parent Code of Conduct**

**IHSA Drug Policy**

**Concussion Information Sheet**

1. I understand that all sports can involve many **risks of injury** and I understand that the degree of danger and seriousness of risk vary significantly from one sport to another with contact sports carrying the higher risk. I am aware that participating in sports involves travel with the team. In consideration of the School District permitting y child to participate, I agree to hold the District, its employees, agents, coaches, Board members and volunteers harmless from any and all liability, actions, claims or demands of any kind and nature whatsoever that may arise by or in connection with the participation of my child in the sport(s) or athletics. I assume all responsibility and certify that my child is in good physical health and is capable of participation in the above indicated sports or athletics.

\_\_\_\_\_  
**Parent/Guardian Signature** **Date**

**Emergency Contact Information**

Name  Relationship to student  Phone Number(s)

Name  Relationship to student  Phone Number(s)

**Random Drug Testing**

I have read and understand Virginia's **Random Drug and Alcohol Testing Program and Policy**. I understand that as a condition of participating in an Extracurricular Activity, as defined by the policy which includes enumerated activities, sports and the privilege of driving and parking on school grounds, I will be subject to random urinalysis tests for detection of Prohibited Substances and Alcohol testing as provided in the policy. I accept the method of obtaining urine specimens, testing and analysis of the urine specimen and all other rules of the Board of Education which involve random drug testing of students in Extracurricular Activities as defined by the policy. I understand that I may be asked to provide to the testing laboratory and/or Virginia CUSD #64 a confidential list of my prescribed medications in order to ensure accuracy in interpretation of the results. I understand that if I violate the rules I will be excluded from the opportunity to participate in Extracurricular activities and subject to the Consequences outlined in the Student Drug and Alcohol testing policy. I further consent to the limited disclosure of the sampling, testing and results of the testing as provided for in the policy and the rules, and to that extent I waive any right to non-disclosure provided for by the state of federal statute.

\_\_\_\_\_  
Student Signature Student Name (Printed) Date

I the undersigned Parent/Guardian of the above name student have read the RANDOM DRUG AND ALCOHOL TESTING AND POLICY and do consent to all provisions thereof.

\_\_\_\_\_  
Parent/Guardian Signature Parent/Guardian Name (Printed) Date

**Student Driver Information (if applicable)**

Student Name  Grade   
Vehicle year, make, model  Vehicle Color  License Plate

