

# Galesburg

## Junior High/ Middle School



# Athletic Handbook

## 2016-2017

### MISSION STATEMENT

*The purpose of the Galesburg Junior High/Middle School athletic program is to provide a positive extracurricular learning experience within the athletic environment with emphasis on teamwork, sportsmanship, discipline, fundamentals, competition, and appreciation for the sport. Participation in our sports program is a privilege and not a right. This handbook applies to both boys' and girls' sports and encompasses all levels at the Junior High/Middle School. All student athletes must be aware of, and follow the guidelines listed in this handbook.*

## I. Eligibility

Eligibility is based on cumulative quarter grades and is determined weekly (i.e. What would be the report card grade if given that day?).

### A. Academics

Student athletes must be passing all subjects. If a student athlete is found to be ineligible, that ineligibility begins the following Monday through Saturday.

1. During the first, second, and third week of ineligibility, student athletes may practice but may not dress or travel with the team to an athletic contest. Between the third and fourth week, the student may not practice or participate.
2. After the fourth week of consecutive ineligibility, student athletes will be removed from the team.
3. A student with any failing grades must participate in a required Intervention program approved by the Coach and Assistant Principal. Student athletes who are ineligible are encouraged to seek help from coaches, teachers, and assistants.
4. Students who are ineligible for academic or code violations may not be in uniform in public during the period of ineligibility.

### B. Physicals

1. All participants must have a sports physical and proof of insurance to tryout and/or participate in a sport. Physicals are good for one (1) calendar year. The District will make every attempt to sponsor an All-Sports Physical Night on an annual basis.
2. Age—Participants must qualify by all I.E.S.A. standards published for that year.

### C. Discipline

A violation of the District Code of Conduct directly impacts student status under the Athletic Code. The Athletic Code is in effect year round, in or out of school for all 6th-12th grade student athletes. The coach may take further disciplinary actions with the approval of the Athletic Director or his/her designee.

### D. Attendance

Students must be in attendance at least half of the school day (5 class periods) in order to participate in practice or a game. Coaches and administrators realize there are extenuating circumstances and will deal with each situation on an individual basis.

## II. Sportsmanship

(Encouraging friendly competition) - Students/athletes represent District #205 and the community in their appearance and conduct. Therefore, it is an expectation students should show respect for coaches, teammates, officials, fans, and other student athletes at all times throughout the year. Any coach or athlete who is removed from a contest for unsportsmanship conduct will automatically miss the next contest.

## III. Participation

### A. Team Selection

1. When tryouts are required, student athletes will be given ample opportunity to make the team within established timelines. Coaches will determine the criteria for selection to the team.
2. Every attempt will be made to allow students/athletes an opportunity to participate. These decisions are made at the discretion of the coaches and/or administration. It is the goal of the athletic program to provide the best experience possible for the individual athlete and team as a whole.
  - a. Sixth Grade—may participate in the following: track, soccer, wrestling, and cross country.
  - b. Seventh and Eighth Grade—The seventh and eighth grade programs include: track, soccer, wrestling, cross country, basketball, football, volleyball, and cheerleading.
3. Commitment toward school sponsored activities take priority/precedence over other non-school programs when schedules conflict.
4. Students may only participate in one (1) school sponsored activity at a time and must complete a season before starting another.

### B. Advancement of Players

Athletes may participate only at their grade level in the team sports of basketball, football, and volleyball.

## IV. Practices

It is the philosophy of District #205's Junior High/Middle Schools that spectators are encouraged to attend games but attendance at practice and try-outs is not permitted.

### A. Starting Date for Sports:

Cross Country. . . . . August 1, 2016  
Football. . . . . August 1, 2016  
Volleyball. . . . . Open gym 1-week prior to school start Try-Outs/Cuts after school starts  
Boys Basketball. . . . . 3rd Tuesday of October for Try-Outs/Open Gym—October 18, 2016  
Wrestling. . . . . 2nd Tuesday of November—November 8, 2016  
Girls Basketball. . . . . 2nd Monday of December for Try-Outs/Open Gyms—December 12, 2016  
Track. . . . . 3rd Monday of March—March 20, 2017

### B. Facilities

All practices should take place on campus. Exceptions can be made only through prior approval from the district athletic director. Open gyms must have prior approval from the building administrator.

### C. Dismissal

There will be no practices or games when school is called due to extreme weather. In cases of early dismissal due to heat, the practice schedule will be shortened to no more than 75 minutes after school dismisses.

### D. Wednesday/Sunday

There will be no athletic activities or open gyms on Sundays. On Wednesdays, all athletic activities or open gyms will end no later than 4:45 p.m.

### E. Vacation Practices

Practices may be scheduled during breaks. Participation is voluntary.

### F. Length of Practice

There will be only one (1) practice per day not to exceed two (2) hours.

### G. Volunteer Coaches

Volunteer coaches should be student teachers or district employees or individuals approved by the coach, athletic director, and building administration.

### H. Awards

Award recognitions are left to the discretion of individual coaches.

## V. Games

### A. Scheduling

Scheduling is the responsibility of the building administration in conjunction with coaches and the district athletic director. Number of contests per season is set forth by District or I.E.S.A. guidelines.

### B. I.E.S.A.

Only boys and girls track and cross country will participate in I.E.S.A. Post-Season activities.

### C. Road Trips

Athletes must ride the bus to and from athletic events. When necessary, students may be released to ride with parents or guardians only. The Student Code of Conduct is in force on all athletic trips. The transportation code applies in all situations involving athletic events.

*Before each season coaches will have a meeting with student athletes and parents regarding expectations. Open communication between coaches, parents, and athletes is encouraged.*

## Procedures for Random Drug Testing

### Secondary Schools

- ◆ Before a student is eligible to participate in athletic/extra-curricular/co-curricular activities, they and their parents must sign an “informed consent” form (along with all other necessary forms).
- ◆ Each participant will be assigned a number which will be stored in a computer program. Sixth graders will be added to the testing group in January of their sixth grade year.
- ◆ Each week for the high school and every other week for the middle schools, five numbers will be randomly drawn from the program. The last drawn number will be used only if one of the four previously drawn students is absent. If a student is absent on the day their number is pulled, he/she will automatically be tested on the next test day. The fifth number, if it is not used, goes back into the larger pool. After each testing cycle, all numbers (excluding an absentee) go back in the pool for the next testing cycle. If a student, who has tested positive within a one (1) month window, is one of the numbers pulled, he/she will not be tested because the substance would most likely still be in his/her system. He/she will be placed back in the system for future selection.
- ◆ The Athletic Director, Activities Director, Building Administrator, or their designee will escort the selected participants from their classrooms to the designated testing site.
- ◆ The authorized testing vendor will ensure that all testing procedures, integrity specifications, and confidentiality measures are met. At the time of collection a split specimen will be taken with one labeled A and the other B. “A” will be used for the initial test.
- ◆ Students who admit to using prohibited substances on the way to the testing site for drug testing, will not be tested, but will receive the appropriate consequences (1/3 season suspension, etc.) This admission will not be considered a “Voluntary Admission of Substance Abuse”.
- ◆ If a student tampers with the sample or refuses to be tested, it will be deemed a positive result and appropriate consequences will be imposed.
- ◆ Parents/guardians should ensure that **all** prescription medications that students are taking are listed in the students’ Health Records information which is available through the school nurse. If a student is taking a short term prescription medication which is not recorded in the Health Records and results of a random drug test are positive, the student has until the next school day at 3:00 PM to supply a physician’s script or the pharmacy bottle with the label attached to the school nurse for verification. The student may continue to participate until the deadline. If no valid reason for the positive test is supplied by the deadline, the appropriate consequences will be imposed.
- ◆ The vendor will notify the Athletic Director, Activities Director, or Building Administrator of the test results. Parents/Guardians shall be notified of a positive test result as soon as possible. Students with negative test results will be mailed a congratulatory letter to them and their parents.
- ◆ If a student tests positive for a prohibited substance, that student and his/her parent/guardian shall be required to meet with the Athletic Director, Activities Director, or Building Administrator to determine appropriate follow-up steps.
- ◆ If a student or parent/guardian believes the test results are erroneous, the parent/guardian has a right to request that a second test be conducted by the approved vendor. The cost will be borne by the student/parent/guardian. The parent must make the request to the Athletic Director, Activities Director, or designee and pay for the test within 3 business days of the positive result. The student will not be allowed to participate until the second test results are available. Sample “B” will be used to conduct the second test. The results of the second test will be considered final. If the second test proves negative, the parent will be reimbursed for the cost of the test.
- ◆ Consequences for positive test results will be imposed as outlined in the Code of Conduct.
- ◆ Additionally, a student and a parent/guardian must complete the Insight Program at Bridgeway or complete a treatment plan as recommended by the Bridgeway staff prior to returning to the activity.
- ◆ All costs, beyond the Insight Program, associated with assessment, treatment, and follow-up testing shall be borne by the student or the student’s parent/guardian.
- ◆ The District will not release information concerning the test results and follow-up procedures to the public. The information will be shared with appropriate individuals that need to know such as parent/guardian of the student, a coach, club sponsor or supervisor if the student is limited in any way with respect to participation in an extra-curricular activity.
- ◆ Information regarding a positive test will **not** be placed in a student’s permanent file nor will there be any academic sanctions for a positive test.

## **Student Athlete Concussions and Head Injuries**

A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game will be removed from participation or competition at that time. A student athlete who has been removed from an inter-scholastic contest or practice for a possible concussion or head injury may not return to that practice or contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her school with written clearance from a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois. (Board Policy 7:305)

### Community Unit School District No. 205 of Knox and Warren Counties Herein known as C.U.S.D. #205

#### **Consent to Perform Drug Testing**

We hereby consent to allow the student named on the front of this form to undergo urinalysis testing for the illegal use of drugs and/or alcohol in accordance with the Policy and Procedure for Random Drug Testing of Secondary Students participating in extra-curricular/co-curricular activities as approved by the CUSD #205 Board. Sixth graders will be added to the testing group in January of their sixth grade year.

We understand that the collection process will be overseen by a qualified Vendor.

We understand that any urine samples will be completed and analyzed by said Vendor, and that the samples will be coded to provide confidentiality.

We hereby give our consent to the medical Vendor selected by the CUSD #205 Board, their laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected vendor to perform urinalysis testing for the detection of illegal use of drugs and/or alcohol.

We further give permission to the Vendor selected by the CUSD #205 Board, its doctors, employees, or agents, to release all results of these tests only to the Athletic Director, Activities Directors, and/or Building Administrators of C.U.S.D. #205. We understand these results will also be made available to us, as parent/guardian/custodian.

We understand that consent pursuant to this Informed Consent Agreement will be effective for all extra-curricular and co-curricular activities in which this student might participate while a student at Churchill Junior High School, Lombard Middle School, and/or Galesburg High School.

We hereby release the CUSD #205 Board of Education and its employees from any legal responsibility or liability for the release of such information and records.

**READ AND SIGN THE INFORMED CONSENT AGREEMENT ON THE REVERSE SIDE OF THIS PAGE.**

This consent is applicable to students who are under 18. Students who are 18 are of the age of the majority. They are responsible for signing. By signing this form they are granting consent for the test results to be released to their parents.

# **CUSD NO. 205**

## **SECONDARY SCHOOLS INFORMED CONSENT AGREEMENT**

Student Name \_\_\_\_\_ Grade \_\_\_\_\_  
(Please Print)

Please indicate extra-curricular/co-curricular activities in which you plan to participate in this year:

\_\_\_\_\_  
\_\_\_\_\_

### AS A STUDENT:

- ◆ I understand and agree that participation in extra-curricular/co-curricular activities is a privilege that may be withdrawn for violations of the Code of Conduct and/or other school policies.
- ◆ I have read the Code of Conduct and the Random Drug Testing Policy and thoroughly understand the consequences that I will face if I do not abide by it.
- ◆ I understand and realize that there is risk of injury in participating in extra-curricular/co-curricular activities defined in this policy.
- ◆ I understand that when I participate in any extra-curricular/co-curricular activities defined in this policy, I will be subjected to random urine drug testing, and if I refuse to sign the consent form, I will not be allowed to practice or participate in the activities. I have read the consent on the reverse of this form and agree to its terms.
- ◆ If I refuse to take a test if selected, it will be deemed a positive result and the appropriate consequences will be imposed.
- ◆ Sixth graders will be added to the testing group in January of their sixth grade year.

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

### AS A PARENT/GUARDIAN/CUSTODIAN:

- ◆ I have read the Code of Conduct and the Random Drug Testing Policy and understand the responsibilities of my son/daughter/ward as a participant in extra-curricular/co-curricular activities in District #205 Secondary Schools.
- ◆ I understand and realize that there is an assumed risk of injury involved for my son/daughter/ward as a participant in extra-curricular/co-curricular activities defined in this policy.
- ◆ I understand that my son/daughter/ward, when participating in these extra-curricular/co-curricular activities, will be subjected to random urine drug testing, and if they refuse to sign the consent form, will not be allowed to practice or participate in any activities. I have read the consent on the reverse of this form and agree to its terms.
- ◆ If my son/daughter/ward refuses to take a test if selected, it will be deemed a positive result and the appropriate consequences will be imposed.
- ◆ Sixth graders will be added to the testing group in January of their sixth grade year.

\_\_\_\_\_  
Parent/Guardian/Custodian Signature Date \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian/Custodian Name (Print) Home Phone Work Phone

**READ CONSENT TO PERFORM URINALYSIS FOR DRUG TESTING ON REVERSE SIDE**