



Prosser School District

Activities Code

Home of the Mustangs

Note: This code is in effect 365 days a year. It applies to all participants in Prosser School District Athletics and Activities and must be reviewed by the student and parent/guardian prior to participation.

Updated Version
8-1-2018

Prosser School District Activities Code

Philosophy

The staff in the Prosser School District (PSD) believes extracurricular activities are an important part of a student's well-rounded education. Students who choose to participate in our activities are encouraged to learn the importance of sportsmanship, teamwork, and service, as well as the knowledge and skills of the specific activity. It is the philosophy of PSD and the Washington Interscholastic Activities Association (WIAA) that activities are secondary to academics and citizenship.

Although extracurricular activities are voluntary, participants represent their student body, family, and community. Therefore, standards such as academic requirements, citizenship, sportsmanship and conduct, must be kept high. The dignity of Prosser School District requires that students conduct themselves in a manner above question. Participation in extracurricular activities is a privilege and not a right of the student.

Student activity participants and their parents are informed that students will be held accountable to rules and regulations in the schools' handbook as well as the school district Activities Code. Violations occurring on school property or at school sponsored activities will result in discipline being imposed in both policies. Violations outside of school events may be enforced using the Activities Code.

Participation

It is the goal of PSD to involve as many students as possible within the limitation of the budget.

Some activities at PSD allow for students to be placed on teams based on current skill level in that specific activity. Students will be placed on teams based on the coaching staff/advisor judgment of the appropriate competitive level according to WIAA guidelines.

Enrollment Requirements

To participate in PSD activities, students must be enrolled as a 7th through 12th grade student at PSD (or be within the age requirements and a student in an approved home school program). PSD students must be enrolled as full time students with a complete schedule.

*Housel Middle School maintains a partnership with Paterson School District in regards to athletics. All Paterson students who wish to participate in HMS athletics must maintain a full time status and be enrolled as a 7th or 8th grade student.

Forms on File in the HMS/PHS Office:

*The following forms must be on file in the HMS/PHS office before being allowed to participate in activities. All forms must be completed and updated each school year in the **FamilyID** portal.

Athletics:

- Activities Code form signed by parent/guardian and student
- Physical form with a doctor's signature proving student passed a physical within the last year
- A travel card signed by parent/guardian
- Proof of medical and dental insurance
- Record of an A.S.B. purchase
- Concussion Form/Sudden Cardiac Arrest
- Sport Specific Inherent Risk Form
- All fines paid

Activities:

- Activities Code form signed by parent/guardian and student
- Record of an A.S.B. purchase
- Activity Specific Forms
- All fines paid

Additional eligibility information for athletics:

- Students must meet eligibility requirements as outlined in the Washington Interscholastic Athletic Association Handbook and this PSD Activities Code.
- Students may participate in only one interscholastic sport per season.
- Students may enroll or switch from one sport to another within the first two weeks of the first day of practice. No switches will be allowed after that time unless approved by the Activities Director. The student athlete will confer with all coaches involved and athletic director before changing sports.
- Students who are excused from physical education due to medical reasons are not eligible to take part in athletic activities.
- To be eligible to participate in contests, athletes must physically participate in required number of practices in accordance to WIAA rules.
- To count as an official practice, athletes must physically participate in more than half of the scheduled practice.

Playing time/Participation in contests or events

It is the philosophy of PSD that all students have an opportunity to earn participation time based on the factors listed below. This does not mean all students will receive the same amount of time.

Several factors affect participation of all PSD students including absences from practice, attitude, work ethic, physical conditioning, specific skills, knowledge of the activity, and other factors specific to the activity. The academic performance and behaviors of the student will also affect participation time. The PSD staff believes participation time is earned and is left to the discretion of the coach/advisor.

After School Programs

Students attending after school programs to get extra homework help, serve detention, or make up missing assignments, are required to get all necessary clothing and equipment for practice before attending the after school program, this is to include changing. Students may join practice once the after school program is complete.

Contests/Events

PSD appreciates and encourages parent attendance at contests. PSD requests all parents/guardians and spectators stay off of the activity area (sideline, team bench, mat, track, court, field, locker room, etc.) before, during, and after events. Once players have had a chance to meet with coaches/advisors after the event, they will be dismissed to meet with parents.

The coaching/advisory staff understands that parents may disagree with decisions coaches/advisors and officials make throughout the course of the contest. Parents/guardians are asked to follow our motto: Players play, coaches coach, officials officiate, and parents encourage.

Parent/Guardian Communication with Coaches and Advisors

PSD staff understands parents may not agree with every decision a coach/advisor makes. If a parent/guardian has a major concern with the way his/her student athlete is being treated, the parent/guardian and coach can set up a meeting at the appropriate time and place with the coach or advisor. Further discussion can be scheduled with the Activities Director at each building.

Sports Seasons:

PHS:

Fall: Volleyball, Football, Cross Country, Girls Soccer, Cheer, Girls Swim

Winter: Boys/Girls Basketball, Wrestling, Cheer, Boys Swim

Spring: Fastpitch, Baseball, Track, Boys Soccer, Tennis, Golf

HMS:

Fall: Volleyball, Football, Cross Country, and Boys Soccer

Winter I: Boys Basketball, Dance/Drill

Winter II: Girls Basketball, Wrestling

Spring: Track, Fastpitch, Baseball, and Girls Soccer

Activities “Seasons”:

PHS:

The following activities are subject to the Activities Code:

Leadership

FBLA

FFA

Drama

Activities fall under two seasons split by the new calendar year.

FALL/WINTER: July-December

SPRING/SUMMER: January-June

*Co-curricular activities will not be subject to consequence for violation of the Activities Code.

HMS:

Middle school activities are subject to the Activities Code. Every attempt will be made to be equitable for the length and duration of each activity.

Scheduled Contests:

Each season is in accordance with WIAA and league specific rules and regulations.

PHS schedules are posted on www.cwacathletics.com

HMS schedules are posted on the HMS website as soon as they are finalized at the beginning of each sport season.

Practices:

Practices are flexible and subject to change as communicated by coaches/advisors. Students who require transportation must be picked up no later than 15 minutes of the end of practice. Parents/guardians need to make appropriate arrangements for their student to be picked up on time. Continuous instances of delayed pick up is a **SAFETY CONCERN** and may lead to student athlete removal from team.

- Students need to leave the locker room in a timely manner and are not allowed back in the school halls after practice.
- (HMS Only) Wednesdays are early release days at PSD. Students are dismissed at 1:55 p.m.. Students are required to remain on campus in a supervised study hall between 1:55 p.m. and the start of practice at 3:00 p.m. unless the proper paperwork has been filed with the Activities Office. Leaving

campus without permission may result in removal from the team. On some Wednesdays throughout the year, occasional practices will not be able to start until 4:00 p.m. due to staff meetings. Coaches will inform athletes about these dates in advance and there will be no supervised study hall during this time.

Care and Use of Equipment

- Coaches/Advisors will make students and parents of any special equipment that the student will need to provide to participate in a particular sport or activity (e.g. proper shoes, athletic clothing, etc.)
- The basic equipment and uniforms will be provided for most programs by PSD. Students are responsible for the proper use and care of school equipment. All students must return uniforms and equipment in good condition by the designated time. If a student notices any problem with school issued equipment, the problem should be reported to a coach/advisor immediately.
- Students who have lost or damaged equipment or uniforms due to negligence are expected to pay the replacement costs of the item(s).
- All fines must be paid prior to the start of the next season in which the student participates. Failure to pay fines may result in the student being withheld from participation in any activity until the fine is paid.
- Students may ask to be provided a locker and athletes are required to provide a lock to secure items.
- Uniforms will only be worn at designated times specified by coaches/advisors.

Attendance

- A student must be in school all day (unless attending an excused appointment or event approved by the athletic director or his designee) in order to practice or participate in a contest/event on that day. If a student is too ill to come to school for part of the day, the student is too ill to participate in a contest/event that day.
- Participants are expected to attend all practices. If a practice must be missed, the student is expected to notify the coach/advisor beforehand. If the practice is missed due to absence from school, the absence from practice will be considered excused when the absence from school is confirmed as excused by the office staff. Even excused absences may result in modified participation time.

- If the student attends school, but cannot attend practice for some reason, it is very important for the athlete to contact a coach/advisor or notify the office upon leaving school that he/she will not be at practice. The student should follow up with a note excusing the absence the next day. Failure to notify a coach/advisor or office personnel that a practice will be missed after being in school that day will be considered an unexcused absence.

Consequences for Unexcused Absence(s): will be communicated by coaches at the beginning of each season.

Injuries

- All parents/guardians and athletes are reminded that there is always a possibility of injury when participating in activities. Students are reminded to remain safety conscious, but must understand that injuries can and will occur.
- If an injury occurs on or off campus students are expected to inform a coach/advisor immediately.
- If an injury or illness requires a trip to the doctor, a note clearing the athlete for continued participation in athletics must be signed by a doctor and presented to the ASB office before the student will be cleared by the AD and can resume physical participation.
- In the event of a head injury or concussion, coaches/advisors and students must follow Return To Play Protocol. Students will not be able to participate until cleared by a licensed physician.

Road Trips

- Students must ride to out of town contests on the team bus, unless approved by AD or designee.
- Students may only ride home with their own parents/guardians provided a parent signs a form immediately following the contest/event indicating he/she is taking the child home. Exceptions can be arranged with the Activities Director prior to the day of the contest/event.
- Depending on the length of the trip and the length of the contest, the coach/advisor may elect to have the bus stop somewhere to have dinner. Students will be notified ahead of time when a dinner stop is planned. Athletes or club members may bring food from home, buy food at the restaurant, or choose not to eat. The school does not pay for meals.

- Coaches/advisors will carry a cell phone to notify parents of the approximate arrival time of the bus from contests/events.
- Parents/guardians are required to pick up athletes no later than 15 minutes after arrival.
- All students are required to follow the bus behavior expectations established by the Prosser School District. Failure to comply with these rules will result in disciplinary action.
- All students are responsible for making sure the bus is clean upon completion of the road trip.
- Students are allowed to bring cell phones and electronics, however all rules and expectations from school handbook will be in effect.
- The Prosser School District is not responsible for lost or stolen items.

Academic Requirements:

Students must earn passing grades in all classes to remain eligible for participation in PSD activities.

Process for checking grades:

Prosser School District requires that students pass **ALL** courses each grading period. Eligibility will be determined during two grading terms per season. Grades will be checked every week and communicated with parents/guardians, students and coaches/advisors in an effort to provide students an opportunity to work with their teachers on academic requirements.

The initial grade check for fall sports will occur on the first day of the school year. Grades from the previous grading period (spring of the prior year) will be used for initial academic eligibility. For winter and spring seasons, the initial grade check will take place on the opening day of the season. After that, grade checks will occur weekly. To accommodate for varying contest days the following schedule will be used for grade checks:

PHS will generate grade lists every Monday. Any student with a failing grade is prohibited from participation in a contest/event for one week. The suspension will be served from Wednesday to Tuesday.

HMS will generate grade lists every Thursday. Any student with a failing grade is prohibited from participation in a contest/event for one week. The suspension will be served from Monday to Saturday.

*Note: Per WIAA rules, high school students who fail the previous trimester will be suspended for the first 5 weeks of the succeeding trimester. Middle school students who fail the previous trimester will be suspended the first 3 weeks of the succeeding trimester.

Consequences for academic violations:

If a student is failing one or more classes at grade check; the student will receive a letter stating he/she will be ineligible to participate in contests/events according to the guidelines above. The student will not be allowed to travel with the team when ineligible.

Students who are failing are encouraged to attend after school tutoring. Students who attend study sessions are excused for the first part of practice but are still required to attend the remainder of practice after tutoring.

Minor Violations

Students must meet PSD expectations each week as outlined in the student handbook. Minor violations include, but are not limited to:

- Any conduct or expression causing minor disruption or obstruction of any school function or operation including other students or school personnel. This would include any minor violation of school rules including but not limited to cheating, plagiarism or any unethical practices.
- Student conduct or expression that could be considered lewd, indecent or obscene. Any student conduct or expression, as listed above, by a pupil for the purpose of intimidating or coercing another pupil, school employee or other personnel.
- Any suspension from school.
- Ejections from a school contest for major infractions.
- Any conduct of a minor nature which has a negative reflection on the school, team or activity.

Discipline for Minor Violations

- 1st offense** - Denied participation in 10% of sports season. The 10% penalty will include contests in the current sports season and/or post season play.
- 2nd offense** - Denied participation in 20% of sports season. The 20% penalty will

include contests in the current sports season and/or post season play.

3rd offense - Denied participation for the current sport season. If they are not involved in a sport at that time the penalty will be served during the next sport season in which they participate.

4th offense - Current season plus the next season in which they participate.

Major Violations

Major violations include, but are not limited to:

- Any action that is lewd, indecent, or obscene, or any action which is a negative reflection on the school, team, or activity that occurs away from school, after school hours, or on non-school days during the school year.
- The consumption, possession, purchase, or sale of alcoholic beverages by a student is prohibited.
- The use, possession, purchase, or sale of illegal drugs by a student is prohibited.
- The use, possession, purchase, or sale of tobacco in any form by a student is prohibited.
- The use, possession, purchase, or sale of legend drugs (prescription drugs) by a student is prohibited. The only exception would be if the student who uses or is in possession of the legend drugs has a valid doctor's prescription to use those drugs.
- The inappropriate use of inhalants and over-the-counter medication is prohibited.
- If a student is at an event and has knowledge of the illegal use of alcohol, legend drugs, or any other illegal substances that are available and being used by others, he/she has a responsibility to remove oneself from the situation.

It is not a violation for a student to be present at an event where alcohol or legal drugs are being legally consumed.

Acceptance by a student of a community supervision program, including but not limited to, diversion, deferred disposition, etc., in lieu of prosecution, shall be considered a violation of this code.

Any and all suspensions that students may incur as a result of discipline during school under this category will be considered a major conduct violation.

Reporting of major violations:

Students, staff, and adults from the community may report major violations to a coach or the school by submitting and signing a written statement as evidence. This statement shall be submitted in a timely fashion within five school days from the date of the infraction. Administration will make all effort to keep the informing student's identity confidential if requested to do so. Statements submitted after the five-day deadline will be reviewed and considered regarding credibility and discipline.

Consequences for major violations:

1st violation - The student is ineligible for the current season and the next season in which they participate.

2nd violation - The student is ineligible for 365 days from the date of the infraction.

3rd violation - The student is ineligible for the remainder of the student's school career.

** Students who are found in violation of substance descriptions must agree to a drug and alcohol assessment from an outside accredited agency or similar counseling related to the violation and approved by the Activities Director, and follow the recommendations set forth by the agency, at the expense of the parents.

Grievance Process:

Following notification of violation or eligibility concern, students and/or parent/guardian have two days to notify the Activities Director/Principal that he/she wishes to grieve the discipline imposed. The student has the option of grieving the action to the Principal or the Board of Review (major violations only). If the matter is grieved to the Principal, the grievance will be handled in accordance with WAC-180-40-240. If the student chooses to grieve the matter to the Board of Review, the Board of Review will serve as the first level of grievance resolution. If the matter is

not resolved at this level, the student shall follow the procedures found in WAC-180-40-240 and grieve the matter in a timely fashion to the Superintendent or his/her designee. Thereafter, any further grievances shall be in accordance with WAC-180-40-240.

The discipline shall continue notwithstanding the implementation of the grievance procedure set forth in this section unless the principal or his/her designee elects to postpone such discipline action.

The grievance procedure involving discipline is also set forth in the Prosser School District's Student Rights and Responsibilities Handbook. Except as modified herein, the same grievance procedure for discipline applies to students covered by this activities code.

The Board of Review

The school board hereby authorizes the establishment of a student disciplinary board to be called the Board of Review. The Board of Review will be composed of two coaches and/or activities advisors (not of that athlete's current sport), three teachers (appointed by the principal), and two community members appointed by the Board of Review. The Assistant Principal or Activities Director shall serve as a non-voting chairman of the Board of Review. The purpose of the Board of Review shall be to hear and to decide on any student appeals of discipline assigned for infractions of rules established for activities, not guilt or innocence.

The discipline assigned by the activities code for a first offense may be reduced by up to 50% upon successful completion of tasks assigned by the Board of Review. The Principal must approve any additional reduction of discipline.

The discipline assigned by the activities code for a second offense may be reduced in the final season of the discipline upon successful completion of the tasks assigned by the Board of Review. The Principal must approve any additional reduction of discipline.

The discipline assigned by the activities code for the third offense may be considered or may be reduced by the Board of Review upon successful completion of tasks as assigned by the Board of Review. The Principal must approve any additional reduction.

***A Board of Review will be established at HMS and PHS to review grievances.**

Parent/ Guardian:

I have received and reviewed the PSD Activities Code for Parents/Guardians and Students. I am aware of the requirements of the Activities Code and the consequences for failing to meet its standards.

Parent Signature: _____ Date: _____

Student:

I have received and reviewed the PSD Activities Code for Parents/Guardians and Students. I am aware of the requirements of the Activities Code and the consequences for failing to meet its standards. I will abide by the rules and procedures of PSD Activities Code.

Student Signature: _____ Date: _____