

Activities Department Handbook

Lincoln County School District No. 1



2017/2018

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Introduction

To the Parent

This activity handbook is presented to you because your son or daughter has indicated a desire to participate in interscholastic athletics or activities and you have expressed your willingness to permit him or her to compete. Your family's interest in this phase of our school program is gratifying. We believe that participation in sports or activities provides a wealth of opportunities and experiences, which assist students in personal growth.

We, who are concerned with the educational development of boys and girls through activities, feel that a properly controlled, well-organized activities program meet with the students' needs for self-expression, mental, social, emotional and physical growth. It is our hope to maintain a program that is sound in purpose and will further each student's educational maturity.

A student who elects to participate in activities is voluntarily making a choice of self-discipline and self-denial. These are the times when we stress good training habits. Failure to comply with the rules of training and the conduct code could result in exclusion from the squad. This concept of self-denial and self-discipline is tempered by our responsibility to recognize the right of the individual within the objectives of the team. We are striving for excellence and do not want our participants to compromise with mediocrity.

Participation in extracurricular activities is a privilege, not a right. A minimum requirement of all students for participation is good citizenship. Students are expected to abide by all school and team rules, policies, and regulations set by the team/activity, school district and Wyoming High School Activity Association and to comply with all state laws.

When your son or daughter enlists in one of our programs, he or she commits our staff to certain responsibilities and obligations that are:

- To provide adequate equipment and facilities.
- To provide well-trained sponsors and coaches.
- To provide equalized contests with registered officials.

Likewise, we feel that you have committed yourselves to certain responsibilities and obligations. We would like to take this opportunity to acquaint you with specific policies that are necessary for a well-organized activities program.

To the Participant

Being a member of Kemmerer Extra-curricular Activities is the fulfillment of an early ambition for many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great tradition is not built overnight: it takes the hard work of many people over many years. As a member of a school group at Kemmerer Jr/Sr High School, you have inherited a wonderful tradition you are challenged to uphold. Our tradition is to win with honor. We desire to win but only with honor to our participants, our schools and our community. Such a tradition is worthy of the best efforts of all concerned. It will not be easy to contribute to such a tradition. When you choose to represent Kemmerer, we assume that you not only understand our traditions, but also are willing to assume the responsibilities that go with them.

- **Responsibility to Yourself:** The most important of the responsibilities is to broaden yourself and develop strength of character. You owe it to yourself to get the greatest possible good from your high school experiences. Your academic studies, your participation in other extracurricular activities as well as in sports, prepare you for your life as an adult.
- **Responsibility to Your School:** Another responsibility you assume as a group member is to your school. Kemmerer Jr/Sr High School cannot maintain its position as outstanding schools unless you do your best in whatever activity you wish to engage. By participating in athletics or activities to the maximum of your ability, you are contributing to the reputation of your school. You assume a leadership role when you're on the team or in the activity. The student body and citizens of the community know you. You are on stage with the spotlight on you. The student body, the community and other communities judge our school by your conduct and attitudes, both on and off the field. Because of this leadership role, you can contribute greatly to school spirit and community pride. Make the communities of Kemmerer/Diamondville proud of you, and your community proud of your school, by your faithful exemplification of these ideals.
- **Responsibility to Others:** When you know in your heart that you have lived up to all of the training rules, that you have practiced to the best of your ability every day, and that you have done your best, you can keep your self-respect and your family can be justly proud of you. The younger students in the school system are watching you. They will copy you in many ways. Do not do anything to let them down. Set good examples for them.

Philosophy of Activities

Statement of Philosophy: The Activities Program is considered a significant part of the school's total educational program. It combines the physical, mental, emotional, and social development of the student participants. The program is based on the need for the development of the qualities of leadership, scholarship, competitiveness, cooperation, and sportsmanship. Participation in school activities is a privilege that carries with it responsibilities to the school, to the team, to the student body, to the community, and to the student participants themselves. In their performance and their conduct, they are representing all these groups.

Objectives of the Activities Program

- Provide varied opportunities for students to be involved in individual as well as team or group activities.
- Provide opportunities for students to place the group above self; to learn to practice self-discipline for the overall benefit of the team or group of which he or she is a member.
- To teach new skills and offer opportunities to improve those already possessed.
- To promote respect and tolerance for the rights, opinions, and feelings of others.
- To provide students with activities designed to emphasize positive, successful experiences that will have life long values.
- Follow the rules of WHSAA Handbook.

Requirements for Participation

Physical Examinations, Medical Release Form, and WHSAA Eligibility Form

A yearly Physical Examination is required before any athlete can practice and compete in Kemmerer Athletics. The Physical Form has a Medical Release Form attached and must be signed in order to participate. The physical covers all sports for the entire year, the earliest acceptable date for a current physical examination is June 1. **Medical doctors and osteopaths, physicians' assistants or advanced nurse practitioners who are operating in a program approved and licensed by the Wyoming State Board of Medical Examiners are eligible to give physicals for the purpose of high school eligibility. (6.6.2)** The Wyoming High School Activities Association Eligibility Form must be signed and turned in to the coach. "No pupil shall be eligible to compete in any interscholastic sport unless, within the current school year and preceding any practice, he or she shall have filed a certificate of physical fitness with his or her high school principal. The medical examination form is also a parental permission form and must be signed by the parent/legal guardian. (6.6.3) Activities that require yearly physical examinations are basketball, cross country, drill team, football, golf, gymnastics, skiing, soccer, spirit squad, swimming, tennis, track, volleyball, and wrestling. (6.6.4)

Parental Acknowledgment of Activity Policies

Upon entering KJSH, the student wishing to participate in activities will be presented with this handbook containing all the information needed in participating in Kemmerer Activities. The Activity Safety Form and the Activity Pledge Form must be signed by the student and parent in recognition of reading and understanding the policies of the Activities Department.

Scholastic Eligibility -

- WHSAA Semester Eligibility Rule: Must be passing in five subjects to be eligible the following semester.
- KJHS Weekly Eligibility Rule: A Student must be passing six of seven weekly classes. If a student is making satisfactory progress toward a passing grade he or she may be declared eligible at the instructor's discretion for that week. If a student is failing the same classes the following week they will automatically be ineligible. Eligibility will not be granted until the student is passing six of seven weekly classes.
- If a student is ineligible for the week he or she may practice but cannot participate in the competitive events that week. Grade reports will be given on Monday of the week and students will have until Tuesday of that week to gain permission from failing teachers.
- If a student has not been ineligible during the season, he may appeal ineligibility for the culminating events of that sport or activity. The student must appear before the activities committee and course teachers involved. The committee will determine a student's eligibility.

Code of Conduct Relating to Activities

Activity Code of Conduct: All activity students shall abide by the Code of Conduct, which will earn them the honor and respect that participation and competition in the interscholastic program affords. Any conduct that results in dishonor to the athlete, the team or the school will not be tolerated. The community, school, administrators, coaching staff, and sponsors feel strongly that high standards of conduct and citizenship are essential in maintaining a strong program of activities.

As a member of the Lincoln County School District #1 Activities Team, you are expected to understand that the participating student:

- Will not possess an active cell phone in any school locker room. Non-compliance with this rule will cause forfeiture of the cell phone for the period of time specified in the school handbook policy.
- Understands that consuming or possessing alcoholic beverages, tobacco or illicit substances will not occur at any time or place during the athletic season and/or school year.
- Will not use profanity.
- Realizes that officials do not lose a game but are there for the purpose of insuring that both teams receive a fair deal. For this, they deserve courteous respect.
- Plans his or her time so that sufficient energy is devoted to studies to insure grades that represent the student's true abilities. The student is subject to the school's eligibility rules.
- Maintains a good attendance record and is not being truant from class. The student is subject to the school's rules and regulations.
- Will not have unexcused absences from practices, games, or meetings.
- Works for the betterment of the school and what is right and good for fellow students.
- Will not be involved in any activity that could be considered hazing.
- Obey the specific training and practice rules of the coaches or sponsors.
- Directly represents the community, school, and coaches or sponsors and conducts themselves properly when traveling.
- Cares for all equipment as though it were his or her own personal property.
- Will not employ illegal tactics to gain an undeserved advantage.
- Dresses neatly and is well groomed at all times.

- Does not let employment interfere with practices, games, or meetings.
- Appreciates that coaches, sponsors, and administrators have the best interest of the participant in mind as they conduct the activity program.
- Appreciates the importance of proper rest, diet, and exercise.
- Realizes that activities are an extension of our classrooms and appropriate behavior is expected.
- Understands that once a person signs up for an activity, they have an obligation to the other participants and their sponsors to be there and do their best throughout the entire season or activity.
- All equipment that is checked out to participants will be turned in after the activity ends, in good condition, as indicated by the coach or sponsor. All items not checked back in will result in one of the following consequences:
 - Assess fine for missing equipment,
 - Hold transcripts until matter is cleared up, or
 - Take student to Small Claims Court.
- Complies with the standards of this code of conduct or be subject to disciplinary action, which may include dismissal by the coaches or sponsors.

*Coaches or sponsors will inform participants of consequences for broken codes of conduct. By signing the Activity Pledge students are so informed.

Participation and Departure

- A student must be in school all day in order to participate in an activity, including practice. If the student is gone, participation will only be allowed for a doctor appointment or an absence pre-approved by staff and administration. The student must bring a written excuse on Doctor's letter head. This will be turned in to the attendance office and a copy will be given to the coach of the activity on the day of return.
- A student must be in school all day on the day of departure for an activity, also if departure is set prior to the conclusion of the school day, the student must be in attendance for the entire previous school day.
- An Unexcused Absence will occur when a student remains in the building, but does not report to the assigned teacher. A student coming back to school ten or more minutes late without parent permission will also be considered unexcused. Any absence from a class for more than 10 minutes, without teacher pre-approval will result in an absence. Students eighteen or older will automatically be counted unexcused if ten or more minutes late to class. Any absence without Pre approval or Doctor's note will prohibit the student from extracurricular participation.

Exceptions may be granted if there are extenuating circumstances.

- In-School Suspension (ISS) if detention is not served by the designated time, students will not be allowed to participate in any school activity, including practice, until the given consequences have been satisfied.
- A student must be in school all day Friday in order to participate in an activity on Saturday.
- A student who fails to ride on school transportation to a school activity may not participate, i.e., student misses the bus to the track meet—his or her parent drives the student to the activity--the student may not participate.
- All members of any team or organization participating in an event out of town must travel to the site of the activity with the team in school district transportation. Arrangements for students to ride home with parents after the event must be made with the on site coach. A release form must be filled out on sight for student to be released to parents. If prior arrangements have been made, the responsible party must sign the release form and give it to the on sight coach.
- Exceptions to these rules shall be cleared through the Building Principal or Activities Director prior to the activity and must be in writing.

Parent, Coach or Sponsor Communication

We are very pleased that your son or daughter has chosen to participate in Kemmerer Activities. We will do all we can to provide a positive experience for all involved. Possibly the most important ingredient to achieve this outcome is to insure that lines of communication are developed to allow for free and easy resolution of questions before they become conflicts. As a parent, you have a right to know what expectations are placed on your son or daughter. This section of the handbook is designed to spell out all levels of communication so that parents, coaches, and athletes are aware of the steps they have available in resolving anything they think is or might become an issue.

Communication You Should Expect from Your Child's Coach or Sponsor

- Philosophy of the coach or sponsor.
- Expectations the coach or sponsor has for your child.
- Locations and times of all practices, events, and contests.
- Team or group requirements.
- Participants conduct code and discipline that results in the denial of your child's participation.
- Requirements to earn a letter.
- Repercussions for lost or outstanding equipment at the end of the activity.

Appropriate Concerns to Discuss with Coaches or Sponsors

- The treatment of your child, mentally and physically. Ways to help your child to improve. Concerns about your child's behavior.

Issues Not appropriate to Discuss with Coaches or Sponsors

- Participation time.
- Team or group strategy.
- Play calling or group assignments.
- Matters concerning other student or athletes.

There are situations that may require a conference between the coach or sponsor and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other person's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

Coach or Sponsor and Parent Conference

- Call to set up an appointment. School hours are between 7:45 AM – 2:45 PM.
- Kemmerer Jr/Sr High School phone number is 877-6991.
- If the coach or sponsor cannot be reached after a reasonable time, call the Activities Director at 877-6991, ext. 4060. He will arrange the appointment for you.
- Please do not attempt to confront a coach or sponsor before, during, or after a contest, event, or practice. These can be emotional times for both the parent and coach or sponsor. Meetings of this nature do not promote resolutions and even exacerbate the issue.

Chain of Command - Governing Mode of Communication

We, as the Activities Department, ask that you observe it if you elect to pursue any concern you may have regarding the activities program.

- Assistant Coach or sponsor (if concern is with them)
- Head Coach or sponsor
- Activities Director
- Building Principal
- Superintendent
- Board of Education

The solution for misunderstanding, concern, and questioning is communication of those directly involved! Gossip, backbiting, put-downs, and all negative approaches to a problem do nothing but make it more difficult to solve! Let's have participants, parents, coaches or sponsors, and school administrators of Kemmerer working together in an atmosphere of mutual trust fostered by open communication.

Compensation for Working an Athletic Event

The amount of compensation for working an athletic event will be \$12.00 per hour worked. All people interested in working must sign up through the athletic office prior to the event.

Training Rules and Regulations - Use or Possession of Tobacco, Alcohol, or Drugs

It is known that drugs, alcohol, and tobacco are hazardous to your health as well as illegal for this age group.

- The use of, the sale of, the distribution of, the possession of, and/or being under the influence of narcotics, dangerous drugs, alcoholic beverages, controlled substances (without a valid prescription), or tobacco anytime during the season will result in disciplinary action to the following schedule.
- Any participant who is in a vehicle where alcohol or any of the above-mentioned substances are present will be in violation of the training rules.
- Any participant who is at a party where narcotics, dangerous drugs, controlled substances (without a valid prescription) are present, will be in violation of the training rules. Consideration may be given to those who arrive at the party and leave immediately once it is evident that the use of any above-mentioned substances is present.
- Any participant who is at a party where alcohol is being consumed by minors will be in violation of the training rules. Consideration may be given to those who arrive at the party and leave immediately once it is evident that alcohol is being consumed by minors.

Participants being investigated for training rules violations may be asked to turn in their phones. Failure to cooperate will be grounds for dismissal from the team/activity. False testimony may result in dismissal from the team/activity.

Consequence Schedule for Breaking the Alcohol, Tobacco, Prescription/Over the Counter Drug Abuse, and other Substance Abuse Policy

-1st Offense- A participant determined to be in violation of the district's Alcohol, Tobacco, and Substance abuse policy will be immediately suspended from any extra-curricular activities for thirty (30) days. However, if the participant or parent(s) agree to a district approved alcohol or drug treatment/counseling program and agree to on-demand drug/alcohol testing for one calendar year, a request that the suspension be reduced to 10 school days and two weekends of competition may be considered. Participants shall participate in practice during the suspension.

-2nd Offense- A second violation of this policy during the same school year will result in immediate suspension from any extra-curricular activities for thirty (30) school days. Participants will be required to complete a district approved alcohol or drug treatment/counseling program and an approved community service, (minimum 8 hours), before being allowed to participate in any extra-curricular activities. The participant must agree to on-demand drug/alcohol testing for one calendar year, and shall participate in practice during the suspension.

-3rd Offense- A third violation of this policy during the same school year will result in the participant being suspended from all extra-curricular activities for one calendar year from the date of the suspension. The participant will be required to petition the activities committee for permission to participate in activities after the full term of the suspension concludes. Participation in practices will not be permitted.

**A fourth or more violation in a participant's high school career will result in the participant needing to appeal to an activities committee in order to participate in activities.

General School and State Rules and Regulations - Unsportsmanlike Conduct

Any player who has been disqualified from a contest for committing an unsportsmanlike act shall be disqualified for the remainder of that contest, activity, or tournament. In addition, for football, soccer, gymnastics, track, cross country, tennis, golf, skiing, and swimming, the player shall be disqualified from the next contest at the level of play from which the player was ejected. The basketball, volleyball, or wrestling contestant shall be disqualified from the next two contests. In all sports, this disqualification shall include all contests at any level until the contestant has served the suspension at the level of play from which the player was ejected and successfully completed the WHSAA Good Standing Buyback Program (see rule 3.5.25). Unsportsmanlike acts either prior to or following a contest will result in similar penalties. A contest shall be defined by the criteria developed by the national governing body whose rules are utilized for that sport. (3.5.2) Should a participant be ejected from more than one contest during any one school year that participants' suspension, as described in Rule 3.5.2 shall be doubled for each additional ejection. (3.5.3)

Unsportsmanlike conduct by coaches, student body, and/or spectator(s) may also cause the offending school to be warned and/or placed on probation for the first offense. The second offense may cause probation and/or suspension for a one-year period. (3.5.4) Any player who physically assaults a referee or other official in connection with an association contest shall immediately become ineligible for further interscholastic competition. It shall be the responsibility of the tournament manager or principal of the school hosting the event to notify the WHSAA commissioner as soon as possible. The official involved must report the incident in writing to the WHSAA office within three days of its occurrence. The coach and principal of the student involved are responsible for keeping that student from further interscholastic participation pending a ruling by the WHSAA commissioner. The commissioner shall have the power to suspend the violating participant from further interscholastic competition for a period not to exceed one calendar year from the same calendar week of the infraction. Should an infraction occur during a culminating event, the commissioner may withhold the student from the entire corresponding event in the succeeding school year. (3.5.7)

Players

The responsibility of the players for sportsmanship is second in importance only to the coach. Because players are admired and respected, they exert a great deal of influence over the actions and behavior of the spectators. Desirable behavior for players would be as follows:

- Treat opponents with the respect that is due them as guests and fellow human beings.
- Shake hands with opponents or wish them good luck before and after the contest, when possible.

- Exercise self-control at all times, accepting decisions and abiding by them.
- Respect the official's judgment and interpretations of the rules. Never argue or make gestures indicating dislike for a decision.
- Do not communicate with the officials regarding the clarification of a ruling. This is the captain's responsibility.

Cheerleaders

Cheerleaders must play a vital role in promoting good sporting attitudes:

- Stimulate and control crowd response.
- Choose the right cheers at the right time; be certain that words used in a cheer do not inflame an audience.
- Do not use bells, horns, and noisemakers.
- Use gestures that are synchronized, pleasing to watch, and easy to follow.
- Divert the crowd's attention by starting a popular yell if booing develops.
- Do not conduct a cheer at the same time as the visiting cheerleading squad.
- Cheer for your team.

Students

Students' habits and reaction as spectators determine the quality of sportsmanship, which reflects upon the reputation of the school. Profane and abusive language and obnoxious behavior have no place at an athletic contest.

- Know and demonstrate good sportsmanship.
- Respect and cooperate with the cheerleaders.
- Respect the property of the school and the authority of the school officials.
- Show respect for an injured player and do not heckle or jeer the opposing team.
- Remember athletic contests and mood altering substances do not mix.
- Cheer for your team.

Spectators

The use of flash cameras is not allowed in the actual playing area or on the deck areas in swimming pools during contests. (4.2.1) Artificial noisemakers such as but not limited to air horns and cowbells are not allowed indoors. (4.3.1) Bands are not allowed to play during live

ball situations (Indoors or Outdoors) or during free throws or serves during indoor sport events. (4.3.2) Unusual noise at any activity that is created by fans or participants that would interfere with the competition or the enjoyment of the fans is prohibited. (4.3.4)

Inappropriate behavior during school activities will not be tolerated. If a spectator continues to act inappropriately, he or she will be given an “Unsportsmanlike Citation.”

Unsportsmanlike Citation

- Verbally warned to stop inappropriate behavior.
- First citation issued--asked to leave the activity.
- Second citation issued--immediate meeting with the Activities Director and/or Principal. Possibly losing privilege of attending future activities. All citations will be kept on file for documentation purposes.

Amateur

An athlete forfeits amateur status in a sport by: Competing for or accepting money or other monetary compensation (it is permissible for a student to accept necessary meals, lodging, and transportation in connection with playing a contest); Receiving any award or prize of monetary value which exceeds the amount that has been approved by the WHSAA; Capitalizing on athletic fame by receiving money, gifts, of monetary value, or merchandise; Signing a professional playing contract in that sport. (5.7.1) Accepting a nominal standards fee or salary for instructing, supervising, or officiating in an organized youth sports program or recreation or playground activities shall not jeopardize amateur standards. (5.7.2)

Outside Competition - (Independent Team)

An independent team shall be defined as any team not directly sponsored by a WHSAA member high school. (5.8.1) A student who is a member of a school athletic squad may not participate as a member of an outside team or as an independent competitor in the same sport during the same season. (5.8.2) Students may not participate in a WHSAA sanctioned activity (non-athletic) and with an independent group in the same activity during the season for the activity. (5.8.3) Violation of this rule shall make the student ineligible for the remainder of the sport's (non-athletic included) season unless he or she is reinstated by the Commissioner. (5.8.4)

Exceptions

- Students may participate in the individual sports of skiing, tennis, cross country, golf, swimming/diving, and gymnastics while a member of the high school team with outside affiliations as long as permission has been given by the local school district. During the season, skiers are allowed the opportunity to ski USSA point races. Participate with non-athletic teams at the same time. College auditions. Olympic tryouts (5.8.5) A pupil may take part in a civic theater production and still retain eligibility for interscholastic competition provided that permission has been obtained from his or her high school principal. (5.8.6)

All-Star Competition

Member school facilities or equipment shall not be used for any all-star team, contests, or exhibitions involving undergraduate students in any sport unless approved by the WHSAA Board of Directors. (5.9.0)

Practice Rule

A player must participate in a minimum of the required number of practice sessions of at least one practice session per day on as many different days for the respective sport prior to the first day of his or her participation. A day shall count as no more than one practice. No practice is permitted on any Sunday. Three days of practice are required for golf and nine days for each remaining sport except football. Ten days of practice are required for football, the first three of which must be without contact for each participant. (Please see Rule 7.7.12.) A participant becomes eligible once he/she has practiced the required number of days. (5.10.2) It is also expected that student/athletes make every effort to attend practices during holidays in order to maintain physical conditioning and reduce the chance of injury. A pupil moving to another sport that runs concurrently must have the required number of practice days in the new sport. Concurrently shall mean that the seasons are held at the same time, such as fall golf and football. Students moving to an overlapping sport caused by their participation in a State Tournament may count their overlapping days of active sports participation towards satisfying the required number of practice days needed for the new sport provided there is no break in participation between sports other than the normal weekend. The end shall be determined in accordance with rule 7.4.0. (5.10.3) For the purpose of the practice rule, practice is defined as a physical fitness activity designed for the preparation of athletes for the ensuing sports season and must be conducted under the supervision of a coach certified by the PTSB. Participation in physical education classes does not constitute practice. (5.10.4)

Activities Council

As needed for violations not listed, the coach or sponsor will investigate the incident. Then, he or she will report their results to a council within five school days of the initial report. The council consists of the Activities Director, the participant's Head Coach or Head Sponsor, two other Coaches or Sponsors and a non-coaching Teacher. The council will recommend the following:

- Further Investigation.
- No Action.
- Action based on the policy.

Travel and Guidelines for Activity Meals

Meal Limits: Breakfast \$8, Lunch \$10, Dinner \$13. This is per meal, per person, and not to be exceeded. (No larger amount spent, because less money was spent on another meal.) The school district will not purchase meals for participants unless it is an overnight trip or culminating event. Notification shall be given to and approval received from the Activities Director or Principal prior to any team stopping for meals other than overnight trips and culminating events. Exceptions to these guidelines may be made with the approval of the Activities Director.

Situations not covered by School Board Policy, Student Handbook, Activity Handbook, or individual group guidelines will be decided by the coach or sponsor with the assistance of the

Activities Council. Individual group guidelines will be provided to each student participant for them and their parents to sign.

CONCUSSIONS

Any student 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 or practice and shall not return to play until cleared by an appropriate health care professional. As per rule WHASS Rule 2.4.6
Each School District should determine which appropriate health care professionals will be allowed to clear students to return to play. Reference LCSD 1 policy JJIF-R

Lettering Requirements

All Activities participants must meet these requirements and well as individual activities requirements:

- Finish the season academically eligible.
- Follow established rules.
- Be in regular attendance at practice
- Must have all equipment turned in to the coach or sponsor at the end of the season
- Head Coach's or Sponsors discretion to waive all or part of the lettering requirements in special situations concerning:
 - Suspensions,
 - Attitude,
 - Effort,
 - Attendance,
 - Team concept,
 - Ranger pride,
- Actions which may be detrimental to the program

Basketball Girls and Boys - To earn and receive a varsity Basketball letter, an athlete must:

- Play in at least one quarter for half of the regular season games.
- Be on the roster and attend as a participant in the Regional and/or State tournament.
- Complete the season unless injured or excused by the coach for special reasons.
- A fourth year player who completes the season but does not meet lettering requirements.
- Played in one half of the quarters in a starting role prior to an injury or been a prior letter winner.
- In the event of a State championship, all members of the team on the State championship roster will automatically letter.

Football - Minimum requirements for earning a varsity football letter are as follows:

- Must finish the season unless prevented by injury or other medical reasons.
- Must play in one half of the quarters as a starter, substitute, or special team's player.
- A fourth year player who completes the season but does not meet lettering requirements.
- Played in one half of the quarters in a starting role prior to an injury or been a prior letter winner.

- In the event of a State championship, all members of the team on the State championship roster will automatically letter.

Golf - Lettering requirements are:

- The top eight players each season will be awarded a varsity letter.
- The top eight players each season will be determined by average (mean) tournament scores for nine holes.
- Only tournament scores will be considered for lettering (qualifying scores will not be considered).
- The coaches reserve the right to award “special” letter awards, as they deem necessary. The coaches also reserve the right to deny any member of the team a letter award.
- Special consideration lettering and denial of a letter will be requested of the Activities Director in writing, by the golf coaching staff, and will be subject to his or her approval and/or denial.

Volleyball - Lettering requirements are:

- Player must be a member of the varsity team with their name on the roster.
- Player must participate in three varsity matches during the season.
- Players’ name must be on the roster for Regional and/or State playoffs.

Wrestling - Lettering requirements are:

- Must earn at least:
 - 90 J.V. points to get Varsity letter,
 - Wrestle at least 10 matches Varsity,
 - Attend all practices,
 - Be on time.
- Get a point for every match that is wrestled and completed during the season.
- Place at Regional or State Tournament.
- Earn 60 team points. Team points are earned:
 - One point for competing in matches.
 - Three points for a win.
 - Six points for a pin.

Swimming Boys and Girls - In order to receive a Kemmerer Letter Award, the student must fulfill the following requirements:

- He or she must maintain a 90% attendance record.
- He or she must be eligible for 90% of the meets.
- He or she must score points at Conference to qualify for and attend the State meet. The Head Swimming Coach may waive all or part of the requirements in special situations. He or she may adjust any requirements at any time and must give participants proper notification.

Track Boys and Girls - Lettering requirements are:

- An individual must have the coach's recommendation.
- An individual must compile 15 points throughout the season: collecting one point for participation in each meet and meet points for placing. JV points will count one-half toward the letter requirements.
- An individual may place in the District Meet.
- An individual must complete the season or has a doctor's written excuse for not doing so.

Cheerleading - Lettering will be decided upon by the sponsors as per handout.

Drill Team - Lettering will be decided upon by the sponsors as per handout.

Drama - Lettering requirements are:

- An individual must earn ten points. Points will be awarded to individuals according to the official point system of the International Thespian Society.
- An individual must participate in at least two full-length productions or one full-length and two one-acts or four one-acts.
- An individual must have no unexcused absences from rehearsals or Thespian meetings.
- An individual must have sponsor recommendation.

Junior Legislature - The students must be a member of Junior Legislature for a minimum of two years to be eligible for a letter award.

- The student must author a bill that shall be written in complete and final form.
- The student must have no unexcused absences for a minimum of two years of Junior Legislature membership.
- The student must speak on the floor of the Junior Legislature assembly at least once each year. If all of these requirements are met for two years of Junior Legislature membership the student will be given a letter award for his or her efforts.

Music -

- Selection for participation in the Wyoming All-State Orchestra, Band, or Chorus.
- Selection for participation in the All-Northwest Band, Orchestra, Women's Chorus, Mixed Choir, Jazz Band, or Jazz Choir.
- Perform two solos (two vocal, two instrumental, or one vocal and one instrumental) that receive an "I" rating at the Southwest Wyoming Solo and Ensemble Contest.

Four years of excellent service and participation in the Kemmerer Jr/Sr High School Music Department to be chosen by the Director.

Selection Procedures

Spirit Squad

There will be two cheerleading squads, one in the fall and one in the winter. If football and volleyball are at the same site either home or away, the cheerleaders may cover both sports. If volleyball is a home contest, and there is no obligation for football, the squad may cheer the volleyball team. The winter squad's first responsibility is the home basketball game. If both the boys and girls are playing at the same site either home or away, the squad may cheer both teams. If the girls' basketball team is home and there is no obligation to boys' basketball, the squad may cheer the girls' team. The squad may cheer at home wrestling meets that do not conflict with basketball games. The squad may attend the regional wrestling tournament if an overnight stay is not involved. The squad may cheer at the state wrestling tournament. It is understood that the squad will be split should these two tournaments present a conflict with basketball. The cheerleaders will not make overnight trips except for football, wrestling, and basketball culminating events as approved and needed.

Cheerleader Selection Process: Boys and girls will be allowed to try out for either or both squads. Each squad will consist of eight participants. The top eight performers will be selected following tryouts regardless of gender. There will be judges and forms as per the Cheer Constitution. Some guidelines follow:

- Candidates are required to introduce themselves to the judges.
- Groups of three will perform the "School Song."
- One short cheer of the individual's choice.
- One long cheer of the sponsor's choice.
- Two jumps and one stunt of the individual's choice.
- Must have an "Attitude" form filled out by each of his or her teachers. Each cheerleader will be judged in the following categories:
 - Appearance -- Grooming, Neatness, and Posture.
 - General Technique -- Arm angles, Hands, Footwork, Head Movements, Strengths of Motions, Jumps, Partner Stunts, Timing & Rhythm, Voice Projection, Kicks, Pointed Toes, Splits, Gymnastics.
 - Cheer Content -- Creativity in Motions, Variety Motions, Special Effects, Difficulty, Word Creativity, Cheer Set-up, Cheer Follow-up.
 - Showmanship -- Smile, Spirit, Enthusiasm, Confidence, Poise, Audience, Appeal, Recoveries, Eye Contact.

Drill Team

The Drill Team performs for home football and basketball games. There will be a fall and winter drill team that will be selected at the end of the previous school year. Each team must have a minimum of 8 participants to perform for that season.

Drill Team Selection Process: Five adult judges and senior girls from the previous year's drill team are selected as judges. A short routine is taught to the girls in three days.

- Each girl is given a participation number.
- One routine per group of four girls.
- Judges may request a candidate to repeat a routine with another group.
- Sponsors are not judges.
- Ballots are collected from judges and tabulated for a total of 45 points.
- The top 16-18 scores are selected. Each drill team member will be judged in the following categories with a perfect score of 45 points.
 - Appearance, 10 point value--Posture, Weight, Grooming, Hair.
 - Marching Skills, 5 point value--Rhythm, Posture, Technique, Snap.
 - Jazz Routine Knowledge, 5 point value.
 - Projection, 5 point value.
 - Technique, 5 point value.
 - Coordination, 5 point value.
 - Height, 5 point value.
 - Splits, 5 point value.

Co-Curricular or Club Activities

Opportunities for participation are provided for students in many areas. A brief description is provided for these activities below. For more information concerning the individual activity, please contact the sponsor of that activity. To organize new activities, the following steps should be followed:

- Prepare a petition and a constitution signed by ten students who will participate in that activity. Find a faculty member who will be the sponsor for the activity.
- Submit the petition, name of the sponsor and constitution to the Student Council for approval.
- If approved by the Student Council, submit the above items to the administration for approval.
- If approved by the administration, submit the above items to the Board of Trustees for approval.

Drama

Aspiring young thespians produce two productions each year. The casts are selected through tryouts from students in Grades 9-12. Drama provides students with the opportunity to develop their abilities in acting, music, and stage presence. Supporting roles also provide experience in lighting and preparing the backdrops.

FCCLA

The FCCLA provides students with activities in leadership, family relationships, and power of one events, along with several other school, home, and community-oriented services. Boys and girls are encouraged to join FCCLA, Grades 10 -12. Monthly meetings along with possibly district, state, and national meetings.

Junior Legislature

Junior Legislature provides students with an understanding of the legislative process through a mock legislature held in the spring. Junior Legislature is open to students in Grades 9-12. Members research and prepare bills that are presented to the local organization. Three bills can be presented on the floor of Southwest Legislative Assembly.

Music Festival

Music students who are enrolled in band, jazz ensemble, or chorus can elect to participate in the District Solo and Ensemble Music Festival. The soloists and ensembles perform before an adjudicator and receive ratings. Medals are given to individuals and groups that receive 1(Superior) ratings.

National Honor Society

The National Honor Society provides both recognition for outstanding academic achievement, character, leadership, and service and opportunity for service to the school and community for juniors and seniors. Members are selected in the fall. They must maintain a 3.4 GPA and meet high standards of character, leadership, and service as established by the Faculty Council. The selection process is as follows:

- All juniors and seniors with a 3.4 GPA are considered.
- The high school faculty rates each candidate on character, leadership and service.
- The Faculty Council meets during the fall in closed session and considers each candidate and grants membership to those who meet the established standards of scholarship, character, leadership, and service.

Leadership

The student who exercises leadership:

- Is resourceful in proposing new problems, applying principles, and make suggestions.
- Demonstrates initiative in promoting school activities
- Exercises positive influence on peers in upholding school ideals
- Contributes ideas that improve the civic life of the school
- Is able to delegate responsibilities

- Exemplifies positive attitudes
- Inspires positive behavior in others
- Demonstrates academic initiative
- Successfully holds school offices or positions of responsibility; conducts business effectively and efficiently; demonstrates reliability and dependability
- Is a leader in the classroom, at work, and in other school or community activities
- Is thoroughly dependable in any responsibility accepted
- Is willing to uphold scholarship and maintain a loyal school attitude.

Service

The student who serves:

- Volunteers and provides dependable and well organized assistance, is gladly available, and is willing to sacrifice to offer assistance
- Works well with others and is willing to take on difficult or inconspicuous responsibilities
- Cheerfully and enthusiastically renders any requested service to the school
- Is willing to represent the class or school in inter-class and inter-scholastic competition
- Does committee and staff work without complaint
- Participates in some activity outside of school, for example, Girl Scouts, Boy Scouts, church groups, volunteer services for the elderly, poor, or disadvantaged
- Mentors persons in the community or students at other schools
- Shows courtesy by assisting visitors, teachers, and students.

Character

A person of character demonstrates the following six qualities: respect, responsibility, trustworthiness, fairness, caring, and citizenship.

In addition, the student of character:

- Takes criticism willingly and accepts recommendations graciously
- Consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, stability)
- Upholds principles of morality and ethics
- Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- Demonstrates the highest standards of honesty and reliability
- Regularly shows courtesy, concern, and respect for others
- Observes instructions and rules, is punctual, and faithful both inside and outside the classroom
- Has powers of concentration, self-discipline, and sustained attention as shown by perseverance and application to studies
- Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others
- Actively helps rid the school of bad influences or environment.

Non-Selection Appeal - If a student feels he or she was eligible and was not selected for membership, he or she may file and appeal. The following steps shall be followed:

- Step 1: The student will notify the Principal in writing of his or her desire to appeal the decision of the Faculty Council within five days of notification of the Faculty Council's decision. The request shall include the reason(s) why the decision of the Faculty Council should be overruled. The Principal shall notify the student in writing within five days of his or her decision.

- Step 2: The decision of the Principal may be appealed to the Superintendent within five school days. The appeal shall be in writing, giving the reason(s) why the decision of the Principal should be overruled. The Superintendent shall render a decision in writing within five school days.
- Step 3: The decision by the Superintendent can be appealed to the School Board within five school days. The appeal shall be in writing giving the reason(s) why the decision of the Superintendent should be overruled. The School Board shall render a decision in writing following its next regular scheduled meeting.

Disciplinary Hearing

All members of NHS are expected to maintain the high academic standards and standards of character, leadership, and service that were required at the time of their induction. In the event that a members good standing is questioned, the following steps shall be taken.

- Step 1: The person questioning the member's good standing will submit in writing to the Advisor all pertinent facts of the situation.
- Step 2: The advisor shall: Investigate the complaint, notify the member(s) concerned, and call a meeting of the Faculty Council.
- Step 3: The Faculty Council shall meet no later than five school days after the filing of the complaint. The Advisor will present all information obtained during the investigation. The person submitting the complaint and the member shall be given the opportunity to appear before the council if not requested to do so by the council. The deliberations of the council shall be held in closed session. The council, by majority vote, shall determine if in fact the standards of NHS were violated. If the council finds that the standards were violated, they will determine what disciplinary action will be taken. Disciplinary action may be a reprimand, probation, dismissal, or any other action deemed appropriate by the council. The member and the person filing the complaint shall be notified of the council's decision in writing within two school days.
- Step 4: The decision by the Faculty Council can be appealed to the Principal within five school days. The appeal shall be in writing giving the reasons why the decision by the Faculty Council should be overturned. The Principal shall render a decision in writing within five school days.
- Step 5: The decision by the Principal can be appealed to the Superintendent within five school days. The appeal shall be in writing giving the reasons why the decision of the Principal should be overruled. The Superintendent shall render a decision in writing within five school days.
- Step 6: The decision of the Superintendent can be appealed to the School Board within five school days. The appeal shall be in writing giving the reasons why the decision of the Superintendent should be overruled. The School Board shall render a decision in writing following its next regular scheduled meeting.

Science Fair

Students in Grades 9-12 may participate in the Science Fair by developing a science project that will be presented at the Science Fair in the spring. All projects are judged within appropriate age groups.

Speech/Debate

Students in Grades 9-12 may participate in events scheduled under the guidelines of the state organization.

Student Council

The Student Council provides students with experience in leadership and self-government. The council plans school-wide student activities and is recognized for its work with the administration to provide student input to the school community. The council consists of four officers and representatives from each class and student organization. The officers must maintain a 2.5 GPA and be elected by the student body. The president must be from the senior class, the vice president, secretary and treasurer from the junior or senior class. The representatives must maintain a 2.0 GPA. Each class elects both a boy and a girl representative. Each organization elects one representative.

Athletic/Activities

Boys & Girls Basketball	Boys & Girls Swimming	Coed Track	Coed Golf	Spirit Squad	Art
Junior Legislature	Speech & Debate	Drill Team	Choir	Music	FCCLA
District Music Festival	Marching Band	Science Fair	Drama	Football	STUCO
All-State Music Groups	Journalism	Volleyball	Wrestling	Yearbook	Tri-M
Any & All Field Trips					

Lincoln County School District # 1

NONDISCRIMINATION

This district is committed to a policy of nondiscrimination in relation to race, color, national origin, sex, age, disability, and religion. This policy should prevail in all matters concerning staff, students, education programs and services and individuals with whom the school district does business.

The school staff should establish and maintain an atmosphere in which students can develop attitudes and skills for effective, cooperative living, including:

- a) respect for the individual regardless of economic status, intellectual ability, race, color, national origin, sex, age, disability, or religion;
- b) respect for cultural differences;
- c) respect for economic, political, and social rights of others;
- d) respect for the rights of others to seek and maintain their own identities.

The school district, in keeping with the requirements of state and federal law, will strive to remove any vestige of prejudice and discrimination in employment, assignment and promotion of personnel; in location and use of facilities; in educational offerings and instructional materials.

All employees, students and community members are hereby notified that this district does not discriminate on the basis of sex in educational programs receiving federal or state financial assistance and that it does intend to comply with Title IX of the educational amendments of 1972 and as subsequently amended.

The district shall strive to inform students, parents, employees, and the general public that all educational programs, specifically including vocational opportunities, are offered without regard to race, color, national origin, sex, age, disability or religion. In order to accomplish this a statement of nondiscrimination shall be included in the faculty and student handbooks, if any, and shall be published at least once a year in a newspaper of general circulation in the district. The notice shall include a reference to the person and the address and telephone number of the staff member designated to coordinate civil rights compliance. For purposes of this district, that person shall be the Superintendent of Schools.

All students shall be permitted to enroll in vocational education programs as well as other school programs without consideration of their race, color, national origin, sex, disability, or religion. To the extent that a prerequisite class may be required before admission, such prerequisite class shall be open to students on a nondiscriminatory basis. No student shall be denied admission on account of his limited English language skills.

Counselors shall not use counseling materials and activities or promotional and recruitment efforts that discriminate in any manner and counselors shall not direct or urge any student to enroll in a particular class program on account of that student's race, color, national origin, sex, disability, or religion. All students shall have equal opportunities available to participate in cooperative education, work study, and apprenticeship training programs either now offered or which may be offered in the future.

All employees of this district shall be hired, retained, promoted, transferred, compensated or, if necessary, terminated without regard to their race, color, national origin, sex, age, disability, or religion.

Students with disabilities shall be admitted and given equal access to programs and shall not be denied access to vocational education programs or other courses because of architectural or equipment barriers or because of the need for related services or auxiliary aids to the extent reasonable to accommodate the disabled. To the extent possible, disabled individuals shall be placed in regular vocational education programs and education courses.

Inquiries concerning Title VI, Title IX, Section 504, and ADA may be referred to:

Wyoming Department of Education
Office for Civil Rights Coordinator
2300 Capitol Avenue, 2nd Floor
Cheyenne, WY 82002-2060
Phone: 307-777-7675

OR

Office of Civil Rights, Region VIII
U.S. Department of Education
Federal Building, Suite 310
1244 Speer Boulevard
Denver, CO 80204-3582
Phone: 303-844-5695 or TDD 303-844-4303

Activity Safety

Dear Parent/Guardian and Student Participant:

In supporting our activities, we strive to teach the participants the proper techniques of execution and the proper rules to follow. Our equipment meets or exceeds existing safety standards and our coaches or sponsors work toward teaching the proper form for the techniques necessary to perform the different movements in each activity.

We would like to ask your help in supporting us in this matter. Remind your child to check his or her equipment, to learn the rules, and to follow our instructions, especially in learning techniques for safety and general safety rules for each activity.

Even if all safety rules are followed, there is still a chance your child could be injured. These injuries could range from bruises and sprains to paralysis or even death in some cases.

We would like you to be aware that these injuries can occur.

Please sign this letter acknowledging that you and your child realize that minor and major injuries can occur and do occur in activities.

We do understand that injuries occur in activities. Knowing this, we feel the advantages of participating outweigh the chance for injury.

Date

Parent/Guardian

Participant

Activity Pledge

I have read the activities policies for Lincoln County School District #1. I fully understand their meanings and actions. I do hereby agree to observe and follow the policies and rules as stated in the Activities Policy Handbook. Furthermore, if such policies and rules are violated, I am aware of the procedures and consequences that will be imposed.

Student's Signature

Date

Parent/Guardian's Signature

Date

PARENT/GUARDIAN CONSENT FOR EMERGENCY MEDICAL ASSISTANCE

I hereby authorize _____ School District and its faculty members in charge of my child named below to obtain all necessary medical care for my child in the event that I cannot be reached to authorize it myself. I hereby authorize any licensed physician and/or medical personnel to render necessary medical treatment to my child.

Student's Name _____ Work Phone Number, Father _____

Address _____ Mother _____

_____ Home Phone Number _____

INSURANCE INFORMATION: Company _____ Policy # _____

Insured Person _____

Policy Holder's Social Security Number _____

Signature acknowledges that we have read and understand the above warning and we give consent for emergency assistance that might be needed.

Date: _____ Signature of Parent/Guardian: _____

Please complete, sign and date, front and back of this form