

Gillett School District Athletic Handbook

The Gillett School District Athletic Code applies to all students in grades 6-12, regardless of age, for all school-sponsored activities and events.

ELIGIBILITY RULES

I. WIAA Eligibility

All students (athletes, managers, statisticians or other team members) who wish to participate in our athletic program must comply with the rules and regulations set by the W.I.A.A.

These include:

A. Compliance with all W.I.A.A. regulations for eligibility.

1. Having a physical examination every two years-to be paid for by the individual. W.I.A.A. Physical Exam card (or W.I.A.A. parental permission card on alternate years).
2. Doctor clearance if the athlete is under medical care for previous injury. Doctor clearance cards can be obtained from the main office.

B. Compliance with the rules and regulations of the coaching staff and the Gillett School District.

II. Academic Eligibility

Students must have passing grades for all classes at the 6 week progress checkpoint, 12 week progress check point, and end of the Semester grade. **A student's 2nd semester grades dictate a student's eligibility for fall sports.**

A. High School students must be enrolled in 3.5 credits and attending school on a regular basis.

B. Parents and athletes should be aware of the rules and regulations in the athletic handbook. However, the rules apply regardless of signature.

C. An academic ineligibility and athletic violation ineligibility **cannot** be served at the same time. The violations will be added together for a total number of contests the student must miss.

D. Summer School

A. Students who receive an F for the 2nd semester and successfully complete a pre-approved, by the principal, summer school program in the course he/she failed will be waived from the 33% of total contests ineligibility period.

B. High School students who received an F for the 2nd semester and **did not** attend summer school, are ineligible following the procedures described under fall sports.

III. Athletic Ineligibility

Athletic ineligibility is for whole contests; the percentage will round up to equal a whole game or contest.

Ineligible students cannot participate in any game or meet with other schools, but are expected to attend and participate in all practices and scrimmages. Scrimmages do not count as part of the total number of games or meets students are ineligible.

A. Winter and Spring Sports

Students who are academically ineligible as the result of failing classes after the 6 week or 12 week progress report cannot compete for a **minimum of 5 scheduled school days**.

Students who are academically ineligible as the result of failing classes at the end of the 1st semester cannot compete for a **minimum of 15 scheduled school days**.

On the 5th scheduled day in ineligibility from progress reports or on the 15th scheduled school day of ineligibility from the end of the first semester, the student must obtain a "Request for Eligibility Form" from the main office. The student must have all of his/her teachers sign the form indicating a passing grade. The form must be returned to the principal for final approval and "full participation" status. Students are ineligible until the form is signed and approved by the principal.

B. Fall Sports

High School and Middle School students who are ineligible as the result of a 2nd semester will miss the lesser of 21 consecutive calendar days beginning with the date of the earliest allowed competition in a sport; or one third of the maximum number of games/meets allowed in a sport.

Chart below is for high school sports:

Sport	Fall		
	Girls Volleyball	Football	Cross Country
Minimum Ineligibility Period: 21 days from 1st competition or:	5 competitions	3 games	4 meets
Student regains eligibility on this date or after sitting out the required number of games	Sept. 11 th	Sept. 6 th	Sept. 23rd

On the 21st day or after missing 33% of the fall contests, the student must obtain a "Request for Eligibility Form" from the main office. The student must have all of his/her teachers sign the form indicating a passing grade. The form must be returned to the principal for final approval and "full participation" status. Students are ineligible until the form is signed and approved by the principal.

Incoming freshmen are eligible for fall sports without any academic carry-over from 8th grade.

C. Post Season Tournament

An athletic committee made up of the Principal, Athletic Director, Team Coach and at least two of the student's teachers may be convened to discuss modified ineligibility for a student when the 15 day period enters into POST SEASON TOURNAMENT PLAY.

Some of the items the committee will look at are:

1. The number of days of reduced ineligibility.
2. The student's grades in all classes.
3. The student's attendance in all classes.
4. The student's attendance at practices and games during the ineligible period.
5. Individual circumstances.
6. Actions taken by this committee will be on an individual basis and be non-policy, non-precedent setting.

W.I.A.A. RULES

You, as a student, are not eligible to participate in any W.I.A.A. sanctioned interscholastic sport:

1. If you reach 19 years of age prior to August 1.
2. If you have attended more than eight (8) semesters after entering Grade 9, or if your seventh and eighth semesters do not follow consecutively.
3. If you have participated in any sport for all, or part of, four (4) seasons.
4. If you have violated your status as an amateur athlete by (a) accepting school momentos exceeding \$200 in retail value or an award valued more than \$100 retail (b) accepting any amount of money or any kind of usable merchandise such as a jacket, sweater, watch, billfold, etc. (c) signing your name, picture or personal appearance to be used for promoting anything or (d) playing under another name.
5. If you participate in a contest other than for your official interscholastic school team while you are a member of that school team and during the entire school season (start of practice to end of season) of that sport.
6. If you participate in any program outside of your school which can be considered by anyone as resembling a school team practicing or competing outside of the designated school season for that sport.

SCHOOL/STUDENT INSURANCE

The School District does **not** carry insurance for students injured in extra-curricular activities. The school district no longer carries supplemental insurance; student coverage needs to be purchased by the parents from an insurance provider.

INJURIES

All injuries must be reported immediately to the coach and (if possible) the office by the athlete and/or parent. If possible, prior to going to the doctor, the athlete (or parent) should see/stop in the main office for the proper forms. If circumstances prevent obtaining the proper forms, the injured athlete, parent, or coach need to fill out the forms immediately upon return to school.

The district provides athletic training services to the athlete at school for examination and rehabilitation of injuries.

We urge you to use your family physician. Very often a complete history of your athlete's health plays an important part in the treatment of athletic injuries.

GENERAL TRAINING RULES

CODE OF CONDUCT

Behavior of athletes in and out of school at all times during the calendar year will reflect a credible attitude to the school, the team, and the community.

The interscholastic athletic program of Gillett High School is an integrated part of the total school program and is designed to help students become better citizens. While the academic area of our high school is of paramount importance, it is believed that participation in a well-directed athletic program affords definite opportunities, training, and experiences not ordinarily obtainable in the regular curriculum. Participation in the athletic program is entirely voluntary and is a **privilege** that can be revoked. All students are invited and encouraged to take part. Athletes are to conduct themselves in such a manner as to be a credit to their school at all times during the year. These rules are in addition to the Student Handbook and the Wisconsin Interscholastic Athletic Association (WIAA) rules.

GENERAL CONDUCT

- A. An athlete shall refrain from any habits or conduct on or off school grounds that would reflect unfavorably on themselves or the school (for example, problems with the law, use of alcoholic beverages, tobacco, profanity, immorality, hazing, or insubordination to the school faculty).
- B. Any athlete who discredits the school during a period when he/she is not participating in a sport will be deemed ineligible as dictated under "Violation of Training Rules" starting on page 5.

- C. The mere **presence** of an athlete at a student party or traveling in a vehicle involving alcohol, drugs and/or controlled substances is in violation of the training rules and will be handled as if the athlete had been a participant.
- D. School suspensions are considered serious in nature and indicative of a student not presenting the ideals and values of Gillett High School. School suspensions will result in a one game suspension.
- E. For the purpose of this handbook, administration will not hear nor will investigate possible training rule violations that are more than one calendar year old.

VIOLATION OF TRAINING RULES

An athlete with any violation of the training rules, school rules, or any W.I.A.A. regulations shall **not** be suspended from practices or competition until such time as his violation is reviewed. (Also see "Due Process"). Please refer to page 9 for the District's definition of tobacco use and products.

- I. The penalty for tobacco use, drinking or alcohol violation, drug violations, insubordination, unethical or immoral acts, and/or any behavior unbecoming of athlete shall be:
 - A. **1st Violation** – suspension from 25 % of the total games of the current sport with a carryover, if necessary, into the next sport the student participates. Calculations for any carryover will be rounded up to the next whole number.
 - B. **2nd Violation** – suspension from 50 % of the total games of the current sport with a carryover, if necessary, into the next sport the student participates. Calculations for any carryover will be rounded up to the next whole number.
 - C. **3rd Violation** – suspension from all sports for a calendar year.
 - D. **4th Violation** – suspension from all sports for the remainder of the student's high school career.
 - E. All suspension penalties will be calculated from the 1st day the penalty is imposed.
 - F. Two or more athletic code violations **cannot** be served at the same time. The violations will be added together for a total number of contests the student must miss.
 - G. For a 1st violation or 2nd violation suspension to count, the athlete must complete the entire season of any sport attempted. Participation in all practices is mandatory.
- II. The penalty for suspension from school (in school or out of school) is a suspension from all games and practices during the period of the suspension. If there are no games during this time period, then the athlete will be suspended from the next game and will not be allowed to suit-up.

- III. The penalty for riding to or from a game other than the prescribed mode of transportation without prior permission is a suspension from the next game. (No suiting-up).
- IV. The penalty for serious unsportsmanlike conduct will result in suspension from the next game. This offense and any other serious offense will be determined collectively by the high school principal, coach, and athletic director.
- V. Investigation of alleged violations will be conducted by the coach/advisor, athletic director, and/or the principal.
- VI. If an athlete is suspended from a game, the coach will contact the parent (or guardian) preferably with a phone contact.

DRUG AND ALCOHOL ASSESSMENT

An athletic suspension may be reduced if a student successfully completes a drug and alcohol assessment program by a Wisconsin state licensed drug and alcohol counselor. The cost of any program is the responsibility of the student and/or parents.

Verification of enrollment in a drug and alcohol assessment program by a licensed drug and alcohol counselor will grant the reduced suspension. If a student fails to verify completion of the program, the full suspension will be reinstated.

1st violation - the suspension may be reduced from 40% to 20% of the total games if the student agrees to a drug and alcohol assessment to be done by a licensed drug and alcohol counselor. The student will meet with a school counselor at a later date to discuss results.

2nd violation - the suspension may be reduced from 60% to 30% of the total games if the student agrees to a more extensive drug and alcohol assessment to be done by a licensed drug and alcohol counselor. The student will meet with a school counselor at a later date to discuss results.

No reduced suspension available for the 3rd or 4th athletic code violation.

COMMUNITY SERVICE

If a student athlete has an athletic suspension that is not a drug and/or alcohol violation, he or she may have the suspension reduced. The athletic suspension may be reduced for a 1st or 2nd violation if a student successfully completes 20 hours of community service. These hours must be arranged ahead of time with the school. A log must be kept and a signature from a supervisor obtained for each day of service. Once the hours are completed, the suspension will be reduced. This option cannot be used in conjunction with the drug and alcohol assessment reduction.

The community service option may not be used to reduce academic ineligibility status. The community service option is to be used for general code of conduct issues as agreed upon by the building principal, athletic director and coach(es).

PRACTICE AND SCHOOL ATTENDANCE

- A. Students must maintain a clean attendance record. Truancy warnings, tardies, and unexcused absences constitute a poor attendance record, which could result in suspension of participation.
 - a. Students who are absent--excused/unexcused--for **HALF** of a school day (**4 periods**) are NOT eligible to participate in athletics/co curricular practices or activities scheduled for the day the student is absent. Exceptions to this attendance rule will include the following: Absences which have been excused for a funeral, court appearance, school approved trips, DOCUMENTED medical appointments, or for other unusual extenuating circumstances as cleared in advance with the coach or advisor.
- B. Practice and Competition attendance is mandatory. Each coach will establish their attendance policies detailing their expectations and consequences for missing a practice and/or competition.
 - a. If an athlete is going to be absent from a practice or competition, the respective coach must be notified prior to the practice or competition. Failure to notify the coach may result in the absence being considered unexcused.

CHANGING SPORTS

- A. An athlete may not change sports during the same season prior to the first game, except by agreement of both coaches.
- B. An athlete who quits will forfeit any awards towards the sport season.

TRIPS

- A. An athlete must ride to and from an activity on the mode of transportation provided by the school. An athlete who travels to an away activity with a team must return with that team unless a parent/guardian has notified the coach that the athlete will be provided alternate transportation home from the activity. It is the coach's responsibility to have an alternate transportation process for this purpose (sign out sheet, parent/guardian initial the scorebook, school app). If the athlete is to go home with another athlete's family, it is the parent's responsibility to contact the coach via phone/email/etc to inform them of this change. The parent/guardian of the other athlete will still have to go to the coach after the game to sign them out.
- B. In cases of tournament travel involving overnight stay, athletes are subject to bed check at an hour prescribed by the coach in charge. The athlete is financially responsible for any damage to the room or equipment within the room, and will pay all phone calls initiated. Visitors to the room must first obtain permission from the coach in charge. Students are responsible for any food costs above the school allotment.

CARE OF EQUIPMENT

- A. Athletes are responsible for the proper care and safekeeping of the equipment issued to them. Lockers should be securely locked before, during, and after every practice and game.
- B. An athlete is financially responsible for all equipment checked out to him/her. Equipment is to be turned in to the coach within five (5) days of the conclusion of the season. Lost items must be reported to the head coach and paid for by the athlete through the school office.
- C. All athletic equipment used is school property and is to be used during a particular sport season only. At the conclusion of a sports season, all equipment must be turned in to the coach in charge.

LOCKER ROOMS

- A. The locker room is a place for players, coaches, and managers only; friends or relatives are not allowed in the locker room during or after games or practices.
- B. Gillett High School will not assume responsibility for lost or stolen valuables in the locker rooms at any time.

EVENT FEES

ALL spectators will be charged admission fee for Junior Varsity and Varsity games (Exceptions: parents at parents' night, staff and spouses, supervisors, and M & O Conference passes).

ATHLETIC FEES

Students involved in athletics are responsible for a participation fee. The fee is \$30.00 per child with a maximum of \$90.00 per family. The yearly fee covers all sports that the student athlete is involved in for that school year. The sports include: Football, Volleyball, Cross-Country (Boys & Girls), Cheerleading, Basketball (Boys & Girls), Wrestling, Baseball, Softball, Golf, and Track (Boys & Girls). There is no fee for Middle School athletics to encourage students to try as many sports as they wish.

DUE PROCESS

“Due Process” is a procedure which courts of law recognize as a necessary part of any rules and regulation. “Due Process” is the right of the individual since it outlines his/her recourse after a decision has been made. The “due process” steps outlined hereafter are the procedures for an athlete and his/her parents to follow in appealing decisions relating to eligibility. It should be understood that athletes and parents will be expected to follow the “due process” steps in the event legal action should be initiated at some later date.

An athlete accused in violation of the rules and regulations set forth in this handbook has a right to the following:

- I. The reasons in writing from the head coach, athletic director, and/or principal for the accusation.
- II. A chance to present evidence to the athletic director and/or principal before final judgment is passed.
- III. Being represented by council.
- IV. An appeal of the decision to the Superintendent.
- V. If the accused is not satisfied with the appellate decision, he/she may appeal to the Gillett Board of Education.

NOTE: All appeals must be directed to the principal in writing within 10 days from the date of notification of the suspension.

5512 - Use of Tobacco by Students - “For purposes of this policy, ‘use of tobacco’ means to chew or maintain any substance containing tobacco, including smokeless tobacco, in the mouth to derive the effects of tobacco, as well as all uses of tobacco, including cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, any other matter or substances that contain tobacco, in addition to papers used to roll cigarettes and/or the smoking of electronic, “vapor” or other substitute forms of cigarettes, clove cigarettes and any other lighted smoking devices for burning tobacco or any other substance. Accordingly, the Board prohibits students from using or possessing tobacco in any form on District premises, in District vehicles, within any indoor facility owned or while leased or contracted for by the District and used to provide education or library services to children, and at all District-sponsored events.”

ATHLETIC HANDBOOK AGREEMENT OF PARENTS AND ATHLETE

We, as parents and athlete, have carefully read the Gillett School District General Rules of Behavior and General Training Rules and agree to abide by them for the full calendar year.

Date	Parent/Guardian
	Athlete

A signed copy of this form, a completed W.I.A.A. physical card (or parent permission card if alternate year), and (if applicable) a doctor’s clearance card must be turned in before the athlete may participate in any practice session. We also give our permission for first aid and treatment to my son/daughter should he or she requires such assistance.

Date	Parent/Guardian
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Please list below any special medical problems or handicaps your son or daughter may have.

Grade Level _____