

Star Valley High School

Activities Guidebook



Tradition-Integrity-Discipline-Excellence

Star Valley High School - Activities Handbook
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PHILOSOPHY OF ACTIVITIES

A dynamic program of student activities is vital to the educational development of all students.

The Activities Program should function as an integral part of the total curriculum.

Athletes **shall enjoy as many sport seasons** as the student-athletes and their parents wish them to participate in **without influence** from any coach to specialize in one sport. All coaches should encourage participation in other sports and activities. WHSAA allows participation in activities and sports simultaneously and coaches should work to allow students access to both.

STATEMENT OF PURPOSE

The purpose of the Lincoln County School District #2 Activity Program is –

1. To provide an atmosphere in which students’ self-image and self esteem may be positively affected,
2. To provide a positive image of the school district.

3. To strive for excellence,
4. To insure growth and development of the individual in these areas:
 - a. Physical Fitness
To develop each individual to his/her highest level of physical fitness,
 - b. Mental Fitness
To develop within each individual the ability to use ethical values to reason and judge rationally before making decisions
 - c. Emotional Fitness
To develop within each individual the ability to control emotions in situations highly charged with tension and to learn to sacrifice personal whims in regards to the skills and abilities of other in-group activities.
 - d. Recreational Fitness
To develop in each individual an understanding and appreciation of games, sports, and outdoor life, that the individual may enjoy in his/her leisure time in adult life,
5. To provide a field of exploration that will allow student to cope with problems and handle situations similar to those encountered in the contemporary world. This field of exploration should provide adequate and natural opportunities for—
 - a. Acquisition and development of special skills in the activities of each student's choosing,
 - b. The development of team values, such as loyalty, cooperation and fair play,
 - c. Directed leadership and supervision that stresses self-discipline, self-motivation, and the ideals of good sportsmanship that make for winning and losing graciously,
 - e. Achievement of initial goals as set by the activity group in general and the student as an individual.

NON DISCRIMINATION POLICY

Lincoln County School District #2, State of Wyoming, is committed to a policy of nondiscrimination in relation to race, color, national origin, sex, age, handicap and religion. This policy should prevail in all matters concerning staff, students, educational programs, amend 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, handicap 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.

REQUIREMENTS FOR COACHING EMPLOYMENT

Certification

Coaches must have a coaching endorsement or coaching permit through the Wyoming Professional Teaching Standards Board in addition to meeting all district employment requirements

Head Coaches are responsible for all aspects of their program.

Image-dress & behavior should reflect the values of the community

Youth development-A minimum of 1 youth camp per year

Team development-regular season practices & out of season team/skills camps
Assistant coach development-mentoring and clinic selection
Character Development-grit, resilience, self-discipline and service oriented

Yearly Requirements For Coaches

1. **WHSAA sanctioned rules clinic.** WHSAA Rule 4.5.3 All head coaches are required to attend the WHSAA sanctioned rules clinic in their sport. Schools whose coaches refuse to attend a clinic will be subject to the disciplinary action as listed in WHSAA Rule 1.4.0. You may view the sport specific rules clinic video on the WHSAA website. www.whsaa.org
2. **NFHS open book rules test.** WHSAA Rule 4.5.4 All head coaches in football, volleyball, wrestling, basketball, soccer and track must pass (80%) the NFHS open book rules test each year in their respective sport prior to their first contest. The link to the rules test can be found on the WHSAA main page. www.whsaa.org Schools whose coaches do not pass the test will be subject to the disciplinary action as listed in WHSAA Rule 1.4.0
3. **Spirit Rules Test.** WHSAA Rule 8.0.5.3 All head cheer and dance coaches must pass (80%) the NFHS open book Spirit Rules Test for their specific discipline in order to be eligible for the State Spirit Competition. The test must be completed before their first performance of the school year. The link to the rules test can be found on the WHSAA main page. www.whsaa.org
4. **Concussion Course.** School Board Policy JFCJ All coaches will be required to complete a Wyoming High School Activities Association approved course in which procedures for managing sports-related concussions are discussed. The link to the concussion course: <http://nfhslearn.com/courses/38000>
5. **Activity Supervision Statement.** SVHS Procedure in line with School Board Policy JHF require all coaches/advisors to sign the Activity Supervision Statement. A copy of this statement is included in the handbook.
6. **GCN Modules:** Blood borne pathogens, Discrimination, Effective Supervision, Sexual Harrassment, Title nine.,
7. **Parent Meeting/Player Meeting.** Coaches/advisors are required to schedule a **parent meeting** prior to the first contest. The coach will
 - a. provide program rules and expectations through hard copy or electronically with signatures of parents and participants.
 - b. Review SVHS student athlete requirements and policies.
 - c. Review contest rules, good sportsmanship, and spectator behavior. The head coach will outline unacceptable behavior and explain the consequences of participating in unacceptable behavior.
 - d. Assumption of Risk needs to be reviewed and signed as well as the District's Activity Code.
 - e. The Activities Director may hold a general parent meeting to begin each season.
8. **Collect paperwork.** All coaches/advisors are responsible to make sure their participants have completed and turned in all **necessary forms** and they have an **updated roster** on file in the activities office. **Paperwork** must be turned in before a coach allows a student to practice. Sponsors must know how to access all forms stored in Infinite Campus for emergencies.
9. **Hotel requests**-submit requests prior to the season, 1 year prior for state and regional events, estimate high on number of rooms required.
10. **Bus requests**-submit requests prior to the season if possible, a minimum of 2 weeks prior to departure is required.
11. **Schedule/Calendar** the gym for practices outside the regular school day
12. **Post practice calendar** on social media two weeks prior to the season

13. **Post Varsity Lettering requirements** two weeks prior to the season on school website
14. **Create, follow and file all practice plans.** Be able to provide practice plans upon request.
15. **Find and use** a communication app that is one directional and viewed by all coaches when communicating with a student. Examples: team reach, remind, teamer, band.

COACH'S CODE OF CONDUCT

Represent Star Valley High School and the activities department in a manner that is always above reproach. Your actions are critical in that they will be perceived as the normal, acceptable behavior and will be emulated by the coaches, sponsors, athletes, students, and fans with whom you come into contact. Some key suggestions would include:

1. Be a credit to the profession. Dress, speak and act appropriately. Set an example. Demand the best and strive for excellence in all areas.
2. Obey the rules & respect officials. Keep your composure. Promote and teach only clean aggressive, and fair play.
3. Act like each student is your child. The safety and welfare of students should always be a major priority.
4. Teach sportsmanship at every opportunity, the coach should urge the student body to be polite, courteous, and fair to the visiting team
5. Work in cooperation with administration, transportation and maintenance
6. Strive for improvement, attend coaches meetings, rules clinics, special workshops and clinics in specific fields.
7. Treat everyone with dignity and respect. Build good rapport with stakeholders. Be fair and unprejudiced with players, consider their individual differences, needs, interests and temperaments
9. The coach/advisor must maintain an appropriate relationship with participants. They should never be alone with a student of the opposite sex. Coaches should not communicate with an individual student via email, phone or text about personal issues.

COACHING RESPONSIBILITIES (Not inclusive)

General Responsibilities

1. Have a preseason plan, a practice plan and develop practice activities that teach and enhance individual/team skill development for their activity.
2. Develop a efficient system for the program's equipment needs, including:
 - a. Issuing equipment
 - b. Seasonal repair/Reconditioning
 - c. Replacing/updating equipment. If items need to be replaced, all purchasing should be accomplished through normal purchasing procedures.
 - d. Collection of issued items.
 - e. Keep an inventory of equipment and supplies, update it annually and report directly to the Activities Director.
3. Develop a supervision plan that ensures the safety and welfare of students at all times in all areas. Some examples include:
 - a. Locker room
 - b. Bus
 - c. Hotel

- d. Practices
 - e. Commons area after practice until the activity bus leaves
- 4. Adhere to a technically sound program of injury prevention. When injuries do occur, follow a prescribed routine and maintain good communications with the athletic trainer, medical professionals and parents.
- 5. Maintain confidentiality about students and others.
- 6. Maintain discipline: set expectations for and observe school codes, training rules, rules of the game, and ideals of good sportsmanship
- 7. Take responsibility for communicating with all audiences – players, parents, supervisors, peers and spectators.
- 8. Demonstrate a genuine and up-to-date knowledge of your activity, model/demonstrate activities and equipment used to develop basic skills or physical condition.
- 9. Construct a well-organized game plan and observe, diagnose, and prescribe appropriate remediation activities for players and team.
- 10. Instruct assistants in techniques necessary to meet philosophical objectives of your program.
- 11. Assist in the scheduling of the activity or sport.
- 12. Assist in maintaining the facility
 - a. Helpdesk repair needs.
 - b. Meet with the Activities Director with suggestions for improvement.
 - c. Help supervise facilities. No students should be using the gym, equipment or facilities without supervision by a coach/advisor or certified personnel.
- 13. Be involved in the hiring/development and evaluations of assistant coaches directly under your supervision.
- 14. Develop and follow a budget in line with district guidelines and expectations.
- 15. Awarding Varsity Letters
 - a. Specific requirements for each activity shall be determined by the head coach/advisor in consultation with the Activities Director. These letter requirements must be reviewed with the parents and students at the opening meeting for the season.
- 16. Inform potential college-bound student athletes of college requirements such as the NCAA Eligibility Clearinghouse.
- 17. Follow District Emergency Response (telephones).
- 18. Have an Emergency Action Plan

To the Fellow Coaches/Sponsors

- a. Misunderstandings between staff should be discussed as soon as possible and in appropriate locations, away from the students and other people not involved with the program.
- b. The assistants must be willing and able to do things that they may not wish to do, or even like to do. They must fulfill the responsibility to the head coach/advisor, the participants and the activity itself.

To Other Coaches/Sponsors in Your School

- a. One must always bear in mind that his or her activity is not the only activity; it is only part of the extra-curricular educational program of the school. Therefore, it is important

to support, promote and cooperate with all the other coaches and activity sponsors for the well being of the total program.

ASSISTANT COACH RESPONSIBILITIES

The job of assistant coach at any level within the Activities Department has the following duties and responsibilities:

1. Loyal to the Activities Department, programs and head coach
2. Assists the head coach in program execution and development
3. Enthusiastically fulfills all duties and assignments
4. Takes part in all out of season activities as directed by the head coach
5. Effectively manages and directs the team under the supervision of the head coach
6. Cooperates with all other staff members in the program
7. Works to improve coaching expertise through professional development
8. Assists in supervisory duties in all areas of the supervision plan
9. Maintains proper rapport with athletes, parents and fans
10. Performs all duties as assigned by the head coach or Activities Director

ACTIVITIES DIRECTOR RESPONSIBILITIES

The job description of the Star Valley High School Activities Director has the following duties and responsibilities:

1. Selects, assigns, supervises, and evaluates personnel
2. Schedules and contracts all activities
3. Arranges for personnel to administer and supervises all activities
4. Coordinates all practice schedules and locations
5. Coordinates all transportation needs within the department
6. Controls and disperses all moneys allocated to the Activities Department
7. Administrates all WHSAA district, regional, and state events within the district
8. Coordinates all Booster Club activities
9. Oversees the development and care of all activity facilities
10. Prepares and submits the Activities Department budget
11. Coordinates all activity eligibility requirements
12. Coordinates all activity awards and presentation ceremonies
13. Maintains current WHSAA and conference by-laws and publications
14. Coordinates all professional development activities for the staff

MAJOR Reasons for Coach and Administrator Liability

1. Failure to supervise an activity.
2. Negligently entrusting a duty to an under-qualified or unqualified individual.
3. Failing to teach proper skills.
4. Failing to teach protective skills.
5. Failing to provide and maintain a safe coaching and playing environment.
6. Failing to inspect, repair, and recondition equipment properly.
7. Failing to coach athletes to inspect their own equipment.
8. Failing to provide proper and effective equipment.
9. Failing to properly plan an activity.
10. Failing to create and set policies and procedures for an activity.

11. Failing to follow and enforce such policies and procedures.
12. Failing to adopt safety standards of pertinent superior administrative organization.
13. Failing to match or equate athletes.
14. Failing to properly administer first aid.
15. Failure to warn of inherent dangers of the activity.
16. Failing to assess an injury or incapacity in an athlete.
17. Failing to keep adequate and accurate records.

DUTIES OF A COACH/SUPERVISOR THAT WILL MINIMIZE THE RISK OF LITIGATION

1. Provide a safe environment.
2. Properly plan an activity.
3. Evaluate athletes or students for injury.
4. Match or equate athletes of equal size and ability.
5. Provide or maintain proper effective equipment.
6. Warn of inherent risks of a sport.
7. Supervise closely.
8. Know and use emergency procedures and first aid.
9. Keep adequate records.
10. Know, document, post and utilize school policies.

STUDENTS

It is a privilege for students to represent Star Valley High School as a participant in athletics, clubs or organizations. Students are encouraged to take advantage of the many opportunities available to them.

STUDENTS CODE OF CONDUCT

Wyoming High School Activities Association (WHSAA) Rules for Participation. The student must meet all eligibility requirements as established by the W.H.S.A.A. These rules are minimum standards and can be increased by the school at any time.

Yearly Student Requirements

1. Valid Physical Exam form on file in the activities office. Physicals dated after April 1st are valid for the following school year.
2. Signed Emergency Release form
3. Signed Random Drug Testing Form
4. Baseline concussion test (Freshman and Junior years and any new student to the district)
5. Return equipment within 2 weeks after the conclusion of the season. A \$10 late fee will be assessed if the equipment is not returned within this period of time. Failure to return equipment will result in a fee equivalent to the replacement cost. The student assumes full responsibility for the equipment checked out to him/her.

ACADEMIC STANDARDS

Eligibility will be determined on a weekly basis. Eligibility reports are run weekly (example: **Mondays at 1:00pm.**) To avoid eligibility concerns, each student will be responsible for contacting each teacher **BEFORE** he/she leaves school for activity trips.

1. In the previous semester of attendance, students must have passed a minimum of **four** subjects.
2. Students are ineligible to participate in activities (excluding practices and scrimmages) if any of the following apply.
 - a. A student has an F in a class for two (2) consecutive weeks unless the grade is passing prior to the game and the Infinite Campus Gradebook shows a passing grade.
 - b. A student is absent from school the day of the competition. Special circumstances must be cleared in advance through the school Administration, but must be done **PRIOR** to the absence. Failure to do so will result in not participating in that day's practice/event.
 - c. If a student violates citizenship expectation, they are ineligible for the next competition
3. Students may be removed from the team for the remainder of the season (Drill and Cheer teams are the exception, they will be removed for ½ a season). for any of the following:
 - a. A student who is ineligible for three (3) consecutive weeks in the same class.
 - b. A student is caught cheating a second time
 - c. A Student fails to meet citizenship expectations-Administrative discretion.

GOOD CITIZENSHIP STANDARDS

1. High standards of performance and personal character are expected of all participants.

2. The student will avoid being ineligible, suspended or other disciplinary action for misbehavior, truancy or matters of law.
 - a. **Students will be ineligible and possibly removed from the team for any of the following:**
 - i. Choosing to not attend a class prior to being released as a team on game day.
 - ii. Being marked truant.
 - iii. Failure to show good citizenship in the classroom or on an activity trip
 1. Good sportsmanship/behavior is expected of all students. Students shall be polite and courteous. This expectation extends to both on and off “the court”. Unacceptable or rude behavior, the use of foul language, or the lack of consideration for the property of others will not be tolerated.
 - iv. Misbehavior includes any conduct that would bring embarrassment to the team or school as deemed by the chaperone, bus driver or sponsor.
3. **Students will be suspended and/or removed from the team (administration’s discretion) for any of the following:**
 - a. Vandalism, shoplifting or matter of law offense
 - i. If vandalism or shoplifting occurs while on a school-sponsored trip, the student will face an immediate suspension. If a second offense should occur, the guilty party will be denied participation for the remainder of the school year in all activities. Stealing from a teammate will be an automatic suspension for the season.
 - ii. Any student violating the law while on a school-sponsored trip will be turned over to the police. This includes offenses for shoplifting, vandalism, drugs or alcohol, etc.
 - b. Second offense of failure to show good citizenship/behavior
 - c. Second offense of truancy during the season.
 - d. Hazing
 - i. It is of utmost importance on all teams, but especially on those teams with underclassmen, that there be absolutely no hazing or so-called initiation rites. This is demeaning to all involved and is a blatant form of discrimination. Hazing, bullying, assault, or intimidation of another student will not be tolerated and will be considered a violation of the District’s Activity Code. In addition to consequences established by the rules of the school, such actions will result in dismissal from the team, group, or class office for the remainder of the season, and possibly the season immediately following. When appropriate, the school resource officer will be asked to review any reported incident and determine if further legal action is warranted
 - b. Health code violations
 - i. Violation of the established Health Standards, while on a school trip will result in dismissal. Should this occur, parents will be responsible for transportation home from the event.
 - ii. No use of, sale of, distribution of, possession of, or being under the influence of illicit drugs, controlled substances, alcohol, or tobacco in any form is permitted.
 1. An advisor may conduct a luggage and or room check at their discretion
 - iii. **The consequence for failing to abide by these health standards is immediate dismissal from the team, group or class office for the remainder of the athletic season as defined by the WHSAA.** Any letter, honors or postseason recognition will be denied. Additional consequences for this violation

will be up to the Administration's discretion and may carry over to future activities. This may include suspension from or denial of participation in activities other than that in which the violation occurred. Seasons for WHSAA designated non-sports programs will be defined by the coach/advisor and the Administration. Coaches and administrators reserve the right to NOT write a letter of recommendation for post high school purposes based on a violation of this code. If the violation occurs during the last culminating event of the school year, the student will be required to complete a buy-back program approved by the administration in order to return to good standing for the following year.

- iv. **If you are with a group that is breaking your training rules, you will be considered guilty.** Participants found in attendance where alcohol, tobacco, illegal drugs or any other mind-altering substances are being used will face **an immediate two week suspension if they do not leave immediately or have the people that brought the substance leave immediately.**
- v. During the suspension period, the student must attend practice, but will not be able to compete in competition. A second offense of this rule will result in an immediate suspension from activities until the end of the school year.
- c. Violation of hotel room expectations
 - i. No girls shall be allowed in boys' rooms, or boys in girls' rooms, on any activity. Violation of this will result in immediate dismissal from the team, group, or class office. Additional consequences for this violation will be up to the Administration's discretion and may carry over to future activities. This may include participation in activities other than that in which the violation occurred.
- d. Possession of inappropriate matter
 - i. Possession of inappropriate materials, in either electronic, graphic, or written form while involved in a school activity setting will be considered a violation of the District's Activity Code and will result in dismissal from the team, group, or class office for the remainder of the season. When appropriate, the school resource officer will be asked to review any reported incident and determine if further legal action is warranted.
 - ii. Luggage and room checks may occur at the discretion of the advisor.
- e. There may be other rules, guidelines or applicable constitutions determined by the respective club, group or other competitive organization and/or the advisors and the administration of the high school.
- f. Each coach or sponsor will make participants aware of any additional rules that apply to his/her sport or group with the consequence of violation for each rule. Each Coach or Sponsor reserves the right to remove any student from his/her team or group at his/her discretion.

PROCEDURES

CHANGING SPORTS PROCEDURE

1. A student's request to change activities will be reviewed by a committee to determine if the student will be allowed to make the move. The committee will consist of the activities director, both head sponsors involved, and a neutral third head sponsor. Each situation will be handled on a case by case basis.

2. Students may not join a second activity unless they leave the first or preceding activity in good standing. (Ex: A student removed from an activity for activity code violations may not join another activity in the same sports season.)

COACHES PROFESSIONAL DEVELOPMENT PROCEDURE

Coaches should reflect on areas of weakness and seek PD to improve in those areas.

Coaches can travel to a minor clinic every year and a major clinic every third year.

Coaches should pick PD that minimizes the number of school days they miss.

See below paragraph for details and definitions.

The expectation is that coaches value instructional days and will miss the least amount of school possible. The district allows all programs 1 day of professional leave (GBF) per year and access to a car for up to 5 days on one week/weekend every year to attend clinics. Priority will be given to clinics when school is not in session such as weekends with a Friday off or summer. Coaches are encouraged to attend the Wyoming Coaches Association Clinics. Funding will be set aside for each program to attend 1 clinic every 3 years. Activity fees may be increased to fund coaching professional leave. If a program wants to attend in the year they are out of rotation, they are responsible for the full cost of the clinic, hotel cost and meals. If the funding is not sufficient for all coaches to attend in the year of their rotation, the program can pay for the difference through their fund-raising accounts or by writing a personal check to the high school. All coaches, both at the high school and middle school would be eligible to attend a clinic every year with a limit of 1 day of school missed. If the clinic requires more than 1 day of missed school, the coaches will take personal leave to attend the additional day but can only do so every third year. This would be limited to 2 days maximum with only 1 personal day being used in conjunction with the clinic. In addition to the 1 day of professional leave (GBF) for clinics, the district will pay for head coaches to attend the all-state selection meetings. Assistant coaches can attend if they take personal leave. The assistant coaches should be rotated through this process. The district will also pay coaches expenses, head, or assistant, to attend clinics, banquets or other events where the coach is being recognized by the Wyoming Coaches Association or WHSAA. Coaches are encouraged to attend professional development at least once every 3 years. The head coach is encouraged to take at least 1 middle school coach every year so the program can grow along with the coaching capacity. All coaches must complete an Epar to attend any clinic regardless of the time of year. Reviewed March 9, 2022

Discipline Procedure-Appeal

1. Before a complete dismissal or multiple games suspension from an activity is instituted against a student-athlete, a hearing may be conducted at the request of the student-athlete. Attending the hearing will be the Head Coach or designee, the accused student-athlete, the parent(s), the Activities Director, and the Building Principal (if needed).
2. The charges against the student will be presented, as well as, the rule(s) which the student has been accused of violating.
3. The student will then be allowed to present his/her side of the situation.
4. The Activities Director and/or Principal will rule on the charges in a timely fashion. The parents, student-athlete, and coach will be informed of the ruling as soon as possible.
5. An appeal of the decision can be made to the Director of Secondary Education at the district office within a 7 day period.

Chain of Command

The following is the chain of command coaches should guide parents to follow with problems that arise.

1. Assistant Coaches/Sponsors
2. Head Coaches/Sponsor
3. Activities Director
4. Principals
5. Superintendent
6. Board of Education

FACILITIES PROCEDURES

Coaches should be actively involved in the maintenance and improvement of our facilities. Each coach/activity sponsor is responsible for the following:

1. Making safety the number one priority,
2. Keeping practice areas and locker rooms in order,
3. Storing equipment neatly and using equipment properly,
4. Pride in the equipment and facilities are of primary importance to all athletes and coaches.
5. Keeping storage areas locked,
6. Lock building after use.
7. Make suggestions that will improve our facilities.

FUNDRAISING PROCEDURES

Programs are limited to 2 fundraisers per year in addition to being paid to provide services at local/regional events. The Activities Director must approve all fund raising activities by groups or teams at Star Valley High School in advance. Any approved fund raising must be within the guidelines set by the District Office

HEALTH CODE PROCEDURES

1. **The code begins with the first allowed day of practice as set by WHSAA calendar.**
 - a. **If tested on the first day of practice, participants must have a negative test result**
2. NOTICE OF CODE OF CONDUCT VIOLATION
 - a. A violation of the Code of Conduct shall be reported to the Administration and the head coach of the sport/activity involved.
 - b. Disciplinary procedures will be followed
3. Students and parents will also be informed of the drug testing policy in the student handbook and/or in the informational and/or parent meetings.
4. The use or possession of tobacco, tobacco products, alcoholic beverages or illegal drugs by an activity/athletic participant is prohibited. Charges may be filed.
5. The abuse of legal drugs for the purpose of performance enhancement (i.e., steroids, inhalants, etc.) will be grounds for suspension from an activity and/or school.
6. An offense will be considered to have occurred if the administration has presented to them evidence, which would cause a reasonable, prudent person to believe such an offense has occurred.
7. This code is effective for all athletics, clubs, or organizations and is to be considered the minimum standard. Each activity can require further and more restrictive standards if prior written approval is obtained from the school administration.

DRUG TESTING FOR STUDENT PARTICIPANTS IN SCHOOL-SPONSORED ACTIVITIES

Students wishing to participate in activities at Star Valley High School that are sponsored by the WHSAA shall indicate consent by completing and signing the mandatory drug test form (see attached). No students will be allowed to participate in any interscholastic program without the consent form on file in the Activities Director's Office.

Student Athlete Drug Testing Policy

Definitions

Drug: Controlled substances as defined by Wyoming Code Section 37-2701, except those possessed and/or pursuant to a valid prescription.

Student Athlete: Any student participating in interscholastic programs sponsored by the Wyoming High School Activities Association (WHSAA) and Star Valley High School, including cheerleaders, drill team, speech/debate, managers, stats, or video personnel, and all other programs listed under activities at SVHS.

Sport Season: Fall, winter, and spring season begin on the first day of practice allowed by the WHSAA and end when the final game is played in that season, including all District and State tournaments.

Policy Statement: Lincoln County School District #2 values students' participation in extracurricular activities. Participation in extracurricular activities is a privilege. Activity participants act as representatives of Lincoln County School District #2, its communities, and its ideals. LCSD#2 supports a drugtesting program for students in grades 6 -12 who participate in WHSAA (Wyoming High School Activities Association) extracurricular activities/interscholastic programs.

Its purpose is threefold:

1. To provide for the health and safety of all participants.
2. To work as a tool of prevention and undermine the effects of peer pressure by providing a legitimate reason for participants to refuse the use of drugs.
3. To encourage students who use drugs to participate in an appropriate treatment program.

Participants in grades 6-12 will be subject to random testing for alcohol or any non-prescribed drugs and/or illegal drugs. In addition, a non-random selection may be made for participants in grades 6-12 where there is reasonable suspicion of alcohol or drug use. Participant samples will not be screened for the presence of any substance other than alcohol or any non-prescribed drugs and/or illegal drugs or for the existence of any physical condition other than drug intoxication. Students and parents will be required to consent to alcohol and drug testing each year before participating in school-sponsored activities. Students and parents will also be informed of the drug testing policy in the student handbook and/or in the informational and/or parent meetings.

JFCI-R DRUG TESTING FOR STUDENT PARTICIPANTS IN SCHOOL-SPONSORED ACTIVITIES PROCEDURE

All participants will be subject to random drug testing. In addition, a non-random selection may be made where there is reasonable suspicion of alcohol or any non-prescribed drug and/or illegal drug use. Participant samples will not be screened for the presence of any substance other than alcohol or any non-prescribed drugs and/or illegal drugs or for the existence of any physical condition other than drug intoxication.

Definitions

Drug: Any substance as defined by Wyoming Code Section 35-7-1002 as illegal unless prescribed to the student by a licensed medical practitioner authorized to prescribe controlled substances or those controlled by the FDA.

Alcohol: Alcohol is considered to be the same as an illegal drug for minors for the purposes of this procedure.

Participant: Students participating in interscholastic programs sponsored by the Wyoming High School Activities Association (WHSAA).

Sport Season: From the first day of practice allowed by the WHSAA in the fall to the last day of classes in the spring.

School Grounds and Extensions: "School Grounds" is defined as a school building or other school district premises; any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities; off-school property during any school sponsored or school approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.

Refusal to Submit to Drug Test: A participating student who refuses to submit to a drug test authorized under this policy, or fails to comply with any other provision of this policy shall be ineligible to participate in any interscholastic programs sponsored by the Wyoming High School Activities Association (WHSAA) for a period of 365 days. If a student is unable to produce a sample at any particular time, the student will be given up to one hour to provide the sample but will remain under the direct supervision of the third-party administrator responsible for collection of samples. If the sample cannot be produced at the end of one hour it will be considered a refusal. Students unable to produce a sample due to a medical condition may provide written documentation from a licensed medical practitioner.

Collection/Testing/Reporting: When possible, an independent testing agency, will be responsible for collection, testing, administration, and reporting results.

Lincoln County School District #2 employees can also be responsible for collection, testing, administration, and reporting results. The following collection protocols should be followed when LCSD#2 employees are responsible for the collection, testing and reporting of results:

Room Preparation: Reduce the locations for items to be hidden

1. Remove garbage can
2. Wipe down, ensure clean bathroom prior to use
3. Lock cabinets
4. Remove all cleaning supplies
5. Dye in the sink and toilet-prevent items being dumped or flushed, also prevents sample from being diluted

Student Responsibilities:

1. Remove all items from pockets, extra clothing such as jackets, coats, hats....
2. Wash hands before entering the bathroom
3. Write name on container, date and time
4. Fill container to a minimum of 30 ml
5. Do not flush, or wash hands in designated bathroom
6. Bring container out, put lid on, add place safety seal in presence of 2 employees and initial safety seal (all completed by the athlete)
7. Wash hands in a second location or return to bathroom and wash hands after container is sealed

Administrator/Employee Responsibilities:

1. Create a randomized list of student participants. Two employees should be present when the list is generated. Both employees should sign and date the final student list.
2. Keep a log of student and time
3. Confirm student identity
4. Wear gloves/change gloves after each container touched
5. Add dye to the toilet before each athlete enters the bathroom
6. Observe students placing the lid on the container and safety seal.
7. Place container in a location that is secure and under constant observation
8. Wait 5 minutes-pull tab and make reading-verify reading with second employee present
9. Place sample in a secure location
10. Contact parents to report result
11. Get required signatures for parents requesting independent lab retesting
12. Label and ship collection.

Policy Implications Notification of a prescribed drug may be given to the third-party administrator or school district employee at the time of the test. In the event of a positive test, opportunity will be given to provide proof of doctor-prescribed prescription.

First Positive Test:

Whenever a participant's test result indicates the presence of illegal drugs ("positive" test), the following will occur:

- The parent/guardian of the child will be notified.
- Upon parent/guardian request, the sample will be submitted to an independent lab for retesting at the parent/guardian expense.
- Following a non-challenged or confirmed positive test, the school will meet with the parent(s) /guardian(s) to determine an appropriate course of action which may include suspension for the remainder of the activity season.

Second Positive Test: When a participant produces a second positive test, the following will occur:

- The participant will be suspended for the remainder of the activity season.
 - In order for the participant to be eligible for the next season in which he/she wishes to participate, he/she must submit to weekly drug testing for six weeks at his/her expense and an appropriate treatment program with counseling, if applicable, at his/her own expense.
- Additionally, the participant will be required to take a mandatory drug test prior to participating in another activity.

Third Positive Test: A participant who tests positive a third time will be suspended from taking part in activities for the remainder of his/her eligibility.

Obstruction of Test: Any participant who willfully provides a false urine sample, otherwise tampers with a urine sample, or engages in any effort to obstruct or impair the accuracy of a drug test, shall likewise be prohibited from or suspended from participation in activities for 365 days.

Limited Access to Results: The third-party administrator is authorized to report results only to the superintendent or to such person as the superintendent may designate.

Process of Appeal: A student participant who has been determined by the principal or superintendent to be in violation of this policy may have the right to appeal the decision. Such request for review, must be submitted to the superintendent in writing within five (5) calendar days of notice of the positive test. The student will remain ineligible to participate until the review is complete, not to exceed 21 days. Any necessary interpretation or application of this policy shall be in the sole judgment and discretion of the superintendent and is non-appealable.

Non-Punitive Nature of Policy: No participant shall be penalized academically for testing positive for illegal drugs or a controlled substance. The results of drug tests pursuant to this policy will not be documented in any participant's academic records. Information regarding the results of drug tests will not be disclosed to any criminal or juvenile authority unless requested by valid and binding subpoena or other legal process, which the district will not solicit. In the event of service of any such subpoena or other legal process, the participant and his/her custodial parent/guardian will be notified at least 72 hours before response is made by the district.

Voluntary Testing Program: To assist in the ultimate goal of drug free schools and drug free students the district may provide drug testing to any participant whose parent/guardian requests testing be done. The nature of the testing is a routine sample with immediate, on-site results. The testing is provided at no cost to parent/guardian and is absolutely confidential in nature with only the parent/guardian, participant, and tester knowing the results. There are no legal or criminal actions taken, and no discipline from the district will result from the testing. There will be no records kept. This service is offered solely for the information of the parent/guardian, and the outcomes of the results and information that the service provides is ultimately a parent/guardian decision.

Voluntary Admission of Drug Use by a Student: A student may voluntarily admit to the use of illegal drugs.

- The voluntary admission must be made within 72 hours of the infraction.
- Admission must be given to the coach, activities director, or principal.
- Must be participants first offense to result in a possible reduction of consequences.
- An appropriate course of action will be decided upon in consultation with the coach, activities director, principal and superintendent.

Record Keeping and Confidentiality: All records pertaining to participants' drug testing will be kept in a locked filing cabinet separate from the student records. Records will only be accessible to the principal, activities director, superintendent or their designee. Records pertaining to a particular student will be destroyed upon their graduation or one year after they have exited LCSD#2.

AMENDED: December 5, 2022 ADOPTED: May 13, 2010

LOCKER ROOM PROCEDURES

Safety shall be stressed in the locker room. The number one priority for locker room safety is supervision by the coach until all players are gone. Each program will have a system in place that addresses the following:

1. A locker room walkthrough by coaches at the beginning of each practice.
2. An after practice walkthrough by coaches,
3. An expectation for limited time allowed in the locker room.
4. A process for students to report incidents.
5. A final walkthrough to ensure the locker room is empty, lock the doors and turn out the lights

MEDICAL EMERGENCIES AND INJURIES PROCEDURE

Injuries to athletes will occur in interscholastic athletics at all levels regardless of the amount of precautions taken

1. Injuries
 - a. Remove from practice or competition. The coach must be prepared to recognize and properly administer first aid or refer injuries to the appropriate medical personnel. Call 911 if it is a life threatening injury or illness.

- b. Request assistance from Athletic Trainer. No member of the coaching staff should overstep his/her bounds and attempt to diagnose or treat an injury.
 - c. Notify guardian of all noticeable injuries, illnesses, infections, etc
 - d. Follow Athletic Trainer's or medical professional's timeline and treatment for return to play.
 - e. Secure a medical release note from a medical professional before returning to practice if treatment beyond the athletic trainer was sought.
2. Emergency Procedures
- a. Check for consciousness and vital signs (breathing, bleeding and pulse); look for abnormally displaced or misshapen body parts. If an athlete is unconscious, assume the injured athlete may have a spinal injury.
 - b. Take appropriate steps to control excessive bleeding.
 - c. Movement of the injured athlete should be kept to a minimum.
 - d. Keep the injured athlete as warm and comfortable as possible, except with heat related illnesses.
 - e. When there is ANY QUESTION as to the extent, seriousness, or nature of the injury by the coach, seek professional medical help immediately.
 - f. Notify the parents of the injured athlete immediately. Make every attempt to contact the parent before using the Emergency Medical Release Form.
 - g. The Emergency Response Plan phone number is 911.
 - h. The athletes' home and parents' work phone numbers, other contact persons, preferred physician and preferred hospital are listed on the "Emergency Release Form" that is accessible in Infinite Campus.
 - i. If the parents are not available, a member of the coaching staff will accompany the athlete to seek the necessary medical attention. The coach or trainer will access the Emergency Form on Infinite Campus and present it to the treatment facility. The coach should continue to try to contact the parents and remain with the injured student.
3. Coaches and or Advisors are to have:
- a. medical forms readily available for emergencies and must know how to access all forms stored in Infinite Campus.
 - b. a complete first aid kit, in sanitary condition, at every practice and contest.

Accident/Injury Report Procedures

1. The coach or athletic trainer will complete the "Athletic Injury Report" form following all athletic injuries or accidents that involve any student under their control during a practice, contest, or while traveling to or from a contest.
2. The form shall be turned into the Activities Director's office on the next day school is in session following the injury
3. A copy of the report shall be on file and made available to the parents upon request.
4. Coaches should follow-up on all injuries by attempting to personally contact the parents
5. Athletic trainer will send a weekly email with injury/recovery information.

Return to participation

1. **Athletes who miss practice due to medical concerns or treatment of an injury must be cleared by the athletic trainer or a medical professional prior to returning. A signed statement allowing their return must be on file before they return to practice or competition.**
2. Injury rehabilitation and return to athletic participation will be under the direction of the Certified Athletic Trainer in accordance with the established policies and procedures of LCSD #2.

Athletic Training room

1. The athletic training room will be the responsibility of the Certified Athletic Trainer.
2. The Certified Athletic Trainer and the Administration will establish rules and regulations for the use of the athletic training room.
 - a. Student use of the athletic training room will be under the supervision of the ATC, coach, or administration.
 - b. Certified Athletic Trainer or Athletic Director will be notified of any equipment that is removed from the athletic training room for home use by coach or athlete.

CONCUSSION POLICY

Lincoln County School District #2 seeks to provide a safe return to activity for all athletes following any injury, but particularly after a concussion. In order to effectively and consistently manage these injuries, procedures have been developed to aid in ensuring that concussed athletes are identified, treated and referred appropriately, receive appropriate follow-up medical care and are fully recovered prior to returning to activity.

Lincoln County School District #2 coaches shall be required to complete a Wyoming High School Activities Association approved course in which procedures for managing sports-related concussions are discussed. This will be in addition to the care and prevention of athletic injury training required by the Wyoming Professional Teaching Standards Board.

When a Lincoln County School District #2 athletic coach suspects a student-athlete under his care has sustained a concussion, the following procedures will be followed:

1. The athlete will be immediately removed from play.
2. The athlete's parents or guardians shall be informed about the possible concussion and the procedures that will be followed.
3. The athlete will not be allowed to return to play the day of the injury and until an appropriate health-care professional says he or she is symptom free and releases the athlete in writing to return to the activity.
4. If the athlete is diagnosed with a concussion, they then must follow a return to play protocol and retake a post-injury IMPACT Concussion test and have the results shared with the parents.

PRACTICE SESSION PROCEDURES

1. All practices are to be held on school days if at all possible (Saturday practices are permissible). Night practices should be completed by 6:15 pm and Sunday practices are not allowed. If practices go past 6:00 pm, approval from administration is required.
2. **All practices are to have a written practice plan. Practice plans are to be saved and available upon request.**
3. Practices held on vacation days such as Thanksgiving, Christmas and Spring Break, shall be scheduled if possible, taking into consideration the family commitments of the majority of the team members. Coaches must make the Activity Director and custodial staff aware of their practice schedule.
4. Any change in practice times should be cleared through the activities office.

Lightning Safety Plan

- Education and prevention are the keys to lightning safety.
- Practice and competitions should be immediately suspended using the 30-second flash to bang count. A 30-second flash-to-bang count corresponds to a distance of six miles, which should provide ample opportunity to remove any athletes from the playing field, and get them into a safe shelter.
- The NFHS recommends following the 30-minute rule when making return to play decisions.
- Any subsequent lightning or thunder after the beginning of the 30-minute count should restart the clock and another count should begin. The combination of the 30-second flash-to-bang count to suspend activity and the 30-minute delay after the last lightning flash to resume activity is commonly referred to as the “30-30 Rule.”
- All athletes and spectators should seek safe shelter during severe weather.
- Participants and spectators should move inside the school building when directed to do so by management.
- In such cases where entering the building is not an option, participants and spectators should move to a fully enclosed automobile or school bus with all of the windows rolled up. Care must be taken to avoid contact with any metal inside the vehicle. The hard metal frame and roof, not the rubber tires, dissipate the current around the vehicle.
- The athletic director or principal will monitor weather and make decisions regarding participation during competition. However, if anyone hears thunder or sees a lightning strike, appropriate action should begin.
- During practice the coach is responsible for monitoring weather and making decisions regarding participation.

PUBLIC RELATIONS PROCEDURES

1. The head coach or sponsor is responsible for dealing with media, boosters and parents.
 - a. have a system within the team for reporting results of contests.
 - b. All results must be reported to the appropriate media groups
 - i. Maxpreps, WHSAA,
2. WHSAA prohibits public criticism of officials by coaches. This includes post to any social media.
3. It is suggested that head coaches find one service project a season that will benefit the community.

Parental/Booster Club Relations

1. A positive relationship between all the interested parties is necessary for the overall success of each activity and the entire program.
2. The key elements in establishing and maintaining positive relations between the coaches, sponsors, parents, booster and fans are as follows:
 - a. Everyone has to know and accept his or her role in the total scheme.
 - b. Everyone has to know what is proper and improper behavior.
 - c. Everyone has to understand and accept the realities of competition.
3. The coach, sponsor, parents, boosters, and fans roles should be as follows:
 - a. Coach/Sponsor – are totally in charge of the program and the students. They decide team make-up, starting positions, strategies, playing time, and any other questions involving the welfare of their activity.

- b. Parents – support the program, individual team members, and their child in a positive and constructive manner.
- c. Boosters – they support the entire program, the coaches/sponsors, students, and work to improve facilities, equipment, and opportunities for every student in every activity.
- d. Fans – they support the programs, coaches/sponsors, students and parents

PURCHASING PROCEDURES

- 1. All local out-of-town purchases must be on a purchase order.
 - a. A requisition form must be filled out and turned in to the Activities Office with quote attached
 - b. Purchase orders will not be released for payment until the coach/sponsor notifies the activities office that the order has been received.
- 2. Please do not call in orders unless authorized by the Activities Office.
- 3. Local purchase slips can only be used for emergencies and must be authorized by the Activities Director.
- 4. All uniform adoptions/purchases must get final approval from the Athletic Director.

Vouchers

- 1. Vendor fills out a voucher and signs/dates voucher.
- 2. Vendor receives a copy of the voucher.
- 3. Attach receipts from vendor to voucher.
- 4. Make a note of the driver's expenses.
- 5. Turn the voucher in to the Activities Office as soon as possible.
- 6. Incomplete vouchers will be returned to the head coach/sponsor.

Star Valley High School uniform adoption

- 1. SVHS has a four-year uniform adoption cycle.
- 2. All uniforms shall use crimson or gold as their dominant color.
- 3. Shades of crimson and gold will be approved by Activities Director
- 4. When required by NFHS rules white shall be the dominant color with crimson or gold as the accent colors.
- 5. Black can be used as an accent color but may not be the dominant color in uniform selection.
- 6. Exceptions to rule shall be where darker colors are more appropriate.
- 7. In addition to SVHS uniform adoption guidelines all uniforms must comply with NFHS uniform rules.

SQUAD SELECTION PROCEDURES

Our philosophy of athletics is to create quality programs and to maximize the growth of those individuals who participate in our activity programs while at Star Valley High School. Obviously, time, space, facilities, equipment, personal preference, and other factors will place limitations on the most effective squad size for any particular sport. However, when determining the most effective squad size, we will strive to maximize the opportunities for our students without diluting the quality of the program.

- 1. Choosing the members of the squads is the sole responsibility of the head coaches of those squads.
- 2. Prior to trying out, the coach shall provide the following information to all candidates for the team:
 - a. a. Extent/length of try-out period,

- b. Criteria used to select the team,
- c. Practice commitment if they make the team,
- d. Game commitments.

Procedures

1. When a squad cut becomes necessary, the coach will discuss the situation and process with the Activities Director. The process will include the following important elements

Each candidate shall

- a. Have competed in a minimum of three practices
 - b. Have performed in at least one inter-squad game
 - c. Be personally informed of the cut by the coach.
2. Squad cut lists should not be posted.
 3. Coaches will discuss alternative possibilities for participation in the sport, or involvement in other areas in the activities program.

Terms of Contract/Evaluation Procedure

All coaching assignments shall be one school year. A Salary Stipend shall be determined according to the adopted salary schedule.

1. Each head coach will meet with the Activities Director each year to formally evaluate the program.
2. The head coach shall evaluate assistant coaches in writing to the Activities Director. Forms are available in the AD Office.
3. If the performance is evaluated less than satisfactory, the Activities Director has the responsibility of making all recommendations to the building principal.

TRAVEL PROCEDURES

1. You are encouraged to use your best judgment to see that the students are properly cared for and that all possible efforts are made to keep the appropriate district personnel informed during travel
2. The school will provide all transportation to and from school-sponsored activities. Students participating will leave by bus and return by bus unless the head coach or sponsor and the administration have appropriately completed a school release form or the guardian personally signs the student out after the competition
3. Considering the normal driving time from a location and arrival in either end of Star Valley by 2:00 a.m. (Alpine in the north, Forest Dell in the south), the activity will plan on coming home.
4. A coach may choose to stay an additional night after state competitions if approved by both the high school and district office administration. All costs associated with the extra day will be paid out of the program's fundraising account. Parents will be notified before the contest.
5. The advisor/coach cooperatively with the bus driver will always have the responsibility to evaluate weather and road conditions and make appropriate decisions for safe transportation of students and staff. Decisions to not travel will be communicated immediately to the transportation office and activities office.

1. General Information

- a. The decision to make a trip will be made between the Director of Activities and the Transportation Supervisor or their designees.
- b. The driver has full responsibility for the safety, operation, and maintenance of the bus, as well as, obeying all rules of the road.
- c. The sponsor has full responsibility for the safety and supervision of the students on the activity trip (motels, meal locations, and while on the bus).
- d. Drivers can be on duty for 15 hours-please keep this in mind when planning time filling activities for overnight events.
- e. Drivers can drive for 10 hours.
- f. Departure Time: A "5:00 A.M. Rule" will be used to determine if our programs travel the morning of or the night before.

Travel Procedures

1. Submit a helpdesk ticket for a bus for all away games before the first day of the season
 - a. Verify you have a bus two weeks prior to the date by checking the website: transportation.lcsd2.org. Your trip should be on the calendar. If not, please contact the bus garage 885-7146
 - b. Any changes in departure times or routes should be communicated with the activities office and the transportation office
 - c. Cancellation due to weather conditions will be made by the transportation director and communicated to the activity director and coaches
 - d. Ensure you have a second adult chaperone for all trips outside district boundaries.
2. Submit a helpdesk ticket for hotel accommodations for all overnight trips before the first day of the season. Remember,
 - a. Estimate high on the number of rooms needed
 - b. Verify with the activities office two weeks prior to the date and cancel any additional rooms
3. Provide the attendance office with a list of students and staff traveling and the time to be released from school.
4. Communicate with participants:
 - a. Alternate transportation requirements for those not riding the bus to/from the event
 - b. Time of departure
 - c. Destination
 - d. Dress and conduct expectations for all components of the trip:
 1. Bus behavior/conduct. Monitor to ensure compliance with expectations
 2. Bus cleanliness/care. Sponsors and students will make sure trash and debris have been removed from inside their bus when they disembark. Destruction of school district property, such as damage to seats, windows, or body paint, is prohibited and appropriate school discipline and legal charges will be pursued.
 3. Bathroom stops
 4. Restaurants
 5. Hotels
 6. Schools
 7. Remember, students are not allowed to change clothing on the bus, cameras are active all the time
 - e. Jersey colors

- f. Estimated time of arrival back at the school
5. Provide the bus driver with an accurate list of students traveling on the bus,
 - a. Update the list for the return trip
 6. Provide a sign out sheet for guardians that want to transport their own child home from the event.
 7. For hotel stays, communicate the following information and expectations:
 - a. Hotel room assignments-not to be altered by participants
 - b. Curfews-non-negotiable
 - c. Participants will not allow other teams or individuals, regardless of gender into the school issued room.
 - i. Violation of hotel protocol will result in the student being sent home at parents' expense.
 - d. Conduct a walk through of every room before leaving the hotel
 - i. Check for items left behind
 - ii. Have student return and clean if necessary
 8. Remember, building relationships with hotels is important for Star Valley High School and enables us to get the best possible accommodations for you and your student athletes
 9. Students are encouraged to make the return trip home with their team.
 10. Only students on the team's roster may travel on the bus. In the event of a family emergency, an exemption to this rule may be secured through administration approval prior to the event.
 - 11. Regional/State Culmination Event Travel Procedure:**
 - a. Activity programs at Star Valley High School will return to Star Valley following the completion of their participation in an event. (Example: A team is eliminated from a tournament. In this case, it would mean the completion of their event and they would return to Star Valley.)
 - b. All meals at Regional/State Culminating Events will be paid by the District.
 - c. Meal Amounts: \$16 per day.

Volunteers-

CONTACT INFORMATION

School Numbers

Bus Barn	307-885-7146
Lincoln County School District #2 District Office	307-885-3811
Special Services	307-885-3854
Star Valley High School	307-885-7847
Star Valley High School Fax	307-885-3299
Farren Haderlie	307-248-1433
Matt Erickson	307-887-1528
Robert Erickson	307-887-0089
Kristi Clark	307-886-9248
Coaches:	
Football -Mckay Young	
Volleyball-Suni Brown	
Cross County-Ty Draney	
Cheer-Faith McNaughton	
Dance-Kyli Scherbel	

Golf-Kelly Fullmer
Boys Basketball-Matt Shumway
Girls Basketball-Kade Erickson
Boys Wrestling-Eddie Clark
Girls Wrestling-Kevin Waldron
Indoor Track-Ty Draney

Community Numbers

Afton Police 307-885-3141
Fire Department 911
SVI Media 307-885-5727
Star Valley Health 307-885-5800

State Numbers/E-mail

Wyoming Department of Transportation www.wydotweb.state.wy.us/
Weather Information www.weathersite.com
Wyoming High School Activities Association www.whsaa.org
WHSAA 307-577-0614

AFFILIATIONS

Wyoming High School Activities Association

Student Activities Policies apply to boys and girls in all activities. A student may be eligible for participation only when they meet all specified requirements. Wyoming High School Activities Association Rules apply to grade 9-12 only.

- A. Star Valley High School is a member in good standing of the WHSAA, which serves in supervision and control of the interscholastic activities of all schools in the state. The general purpose of WHSAA is to supervise and conduct approved activities of the association.
- B. As a member of the Wyoming High School Activities Association, Star Valley High School agrees to abide by all of the state by-laws, rules and regulations.

Conference/League

- A. Star Valley High School is a member of the **3A/4A West Conference**. The value of conference membership is derived from arranging of schedules, conducting league meets and generally up-grading the activities program by adhering to conference standards and goals. Membership implies abiding by conference schedule, by-laws, rules and regulations.
- B. The Activities Director or his designated representative shall represent Star Valley High School at all conference meetings where official business is conducted.

The following handbooks are available in Activities Director's Office

- A. WHSAA Handbook
- B. 3A/4A West By-Laws

WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION POLICIES
That Coaches Should Be Aware of

A complete copy of the WHSAA Rules Handbook may be obtained from the WHSAA website. www.whsaa.org

STUDENT IN GOOD STANDING (6.2.2)

You will become ineligible if you are under suspension from school by your principal or superintendent for any reason.

(6.2.2) A pupil must be passing in five solid subjects at the time of contest. A passing grade is considered to be the passing grade of the individual school. As defined, a solid subject meets five days a week or its equivalent for the entire semester and for which one-half Carnegie units are granted.

DUAL PARTICIPATION

5.1.1 A pupil may not participate in two school sports at the same time. However, during a season when one sport is over, a student may switch to another sport which runs concurrently. A sports season ends after the completion of that sport's culminating event. As per 7.4.0, a member school's season ends the day after elimination from the culminating event in that sport.

ACADEMIC REQUIREMENTS (6.2.0)

6.2.1 In order to be eligible for any level of interscholastic competition, a student must be currently enrolled and must have been enrolled in school the immediate preceding semester and received passing grades during that semester in subjects that earn a minimum of 4.0 credits or the equivalent, per year toward graduation.

6.2.2 A pupil must be passing in five solid subjects at the time of contest. A passing grade is considered to be the passing grade of the individual school. As defined, a solid subject meets five days a week or its equivalent for the entire semester and for which one-half Carnegie units are granted.

TRANSFER OR CHANGE OF SCHOOLS

6.4.0 The purpose of the Transfer Rule (Rule 6.4.0 thru Rule 6.4.93) is to protect, not inhibit students who participate in athletic competition. The Transfer Rule is preventative in nature and is devised to eliminate the incentive to transfer schools when a motivation is for athletic purposes and after a student has initially chosen the school of his/her choice. The Transfer Rule protects students who have previously participated in athletic competition at a member school from being replaced by students who transfer for athletic purposes and further protects students at other member schools from the affects of "school shopping" by students (Rule 4.1.2) and "recruiting" by member schools and their agents (Rule 4.1.1 and Rule 4.1.2). The Transfer Rule encourages fair play, discourages the excesses and abuses of over

enthusiastic promotion and protects the integrity of interscholastic athletic programs for the member schools and their students. The eligibility of a transfer student must be established by school records or verification from the sending school. The responsibility for establishing eligibility rests with the receiving school. A student's residence is the home in which the parent(s) or legal guardian actually, physically live. Residence can be changed only by the union of "act and intent." The residence of a person is where his habitation is fixed and to which, whenever he is absent, he has the intention of returning. A change of residence can only be made by the act of removal joined with the intent to remain in another place. There can be only one residence. The only legal guardianship that is recognized by the WHSAA for transfer rule purposes is that legal guardianship which has been established at least 12 months prior to the student's moving to a new school and the fact that the student has been living with that legal guardian in their previous school setting.

SEMESTER REQUIREMENTS (6.5.0)

- 6.5.1 A pupil shall not be eligible for more than four fall and four spring semesters, for a total of eight semesters. These semesters will be counted consecutively after the student enters the ninth grade. NOTE: If a student does not participate or is ineligible due to transfer, scholarship, etc., the semester(s) during that period shall be counted toward the total number of semesters possible.

AGE REQUIREMENTS (6.3.1)

- 6.3.1 A student must be under twenty years of age on August 1 for fall sports, November 1 for winter sports, and March 1 for spring sports. Member school administrators should be alert to apply for an early start for the eligibility of students who might be affected by this rule.

PHYSICAL EXAMINATION, IMMUNIZATION AND PARENTAL CONSENT (6.6.1)

- 6.6.1 Forms shall be signed by the physician and parents. Forms for married students over 18 years of age shall be signed by both the student and his/her spouse with the statement that the student may participate. See form A7 and A8 on the WHSAA web page (Forms Link) for the suggested physical examination form.
- 6.6.2 The earliest acceptable date for a current physical examination is May 1. Medical doctors, osteopaths, physicians assistants who are operating in a program approved and licensed by the Wyoming State Board of Medical Examiners, Licensed Advanced Practitioners of Nursing with a specialty area of either School Nurse Practitioner, Family Nurse Practitioner, Pediatric Nurse Practitioner or College Health Nurse, and Chiropractors are eligible to give physicals for the purpose of high school eligibility. In addition and unless the Wyoming State Board of Medicine denies the authority, any licensed health care provider whose state licensing board has verified that its practitioners are qualified and trained to give physical exams covering all the exam areas set forth on the recommended Physical Exam Form, which is attached to and made a part of the WHSAA Handbook (APPENDIX A), shall be eligible to give physicals for the purpose of high school eligibility.
- 6.6.3 No pupil shall be eligible to compete in any interscholastic sport or activity unless, within the current school year and preceding any practice, he/she shall have filed a certificate of

physical fitness with his/her high school principal. The medical examination form is also a parental permission form and must be signed by the parent/legal guardian.

No pupil shall be eligible to compete in any interscholastic sport or activity unless, within the current school year and preceding any practice, he/she shall have provided proof of immunization as defined in Wyoming Statute 21-4-309.

- 6.6.4 Activities that require yearly physical examinations are basketball, competitive marching band, cross country, football, golf, indoor track, skiing, soccer, spirit squad, swimming, tennis, track, volleyball, and wrestling.

PRACTICE RULE (5.10.2)

5.10.2 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/her participation. A day shall count as no more than one practice. No practice is permitted on any Sunday. Two days of practice are required for golf, five days for tennis and nine days for each remaining sport. Nine 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. A contest in which an ineligible participant participates shall be forfeited as per WHSAA Rules 1.4.0 and 5.0.7.

5.10.3 A pupil moving from one sport to another will be allowed to count the completed practices from the first sport to meet the practice number requirements for the second sport. To satisfy the required number of practices, there must be no break in participation between sports other than the normal weekend. If an athlete does not attend the first scheduled practice of the new sport following the athlete's departure from the initial team, the required number of practices for the new sport must then be met. An athlete must compete in at least one contest in the new sport before being eligible for any culminating event in the sport. No additional contests may be added to an existing schedule to meet this requirement. It shall be the responsibility of the local school district to determine the pupil's readiness to compete in the new sport.

5.10.4 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 Professional Teaching Standards Board. constitute practice Supervision must be direct, with both coach and athlete at the same site at the same time. FaceTime, Skype and other electronic methods will not fulfill the requirements of a supervised practice. Participation in physical education classes does not constitute practice.

OUT OF SEASON PRACTICE (5.3.3)

5.3.3 The use of high school gymnasiums and other athletic facilities between the close of one season and the opening of the next season is permitted. However, there shall be no compulsion for athletes to participate in any out-of-season training program as a qualification for being on a high school team. Between seasons, student athletes shall be encouraged to participate in a broad range of activities and shall not be compelled to participate in

pre-season or post-season programs in lieu of succeeding activity programs. Athletes shall be permitted to choose their activities in the off-season without compulsion of coaches.

5.3.4 School team practice during the WHSAA calendar year (Week 5, or week 4 for 4A football, through Week 46) outside of the sport season is a violation of the out-of-season rule and cannot be included in an out-of-season training program. Coaches may work with individuals on individual sports techniques out-of-season at a participant's request. However, team concepts may neither be taught nor practiced through support of a member school. Coaches may coach non-school teams.

SPECIALIZED (Individualized technique) SPORTS CAMPS (5.4.1)

5.4.1 Specialized sports camps for all athletic activities are permitted with no stipulation concerning the number of participants from any single school.

5.4.2 A high school student may attend any individual or team specialized sports camp(s)/clinic(s) of his/her choice.

5.4.3 No coach or school representative may directly or by implication, direct a student to attend camps/clinics as a condition to practicing, participating, or otherwise influencing a student's opportunity to participate in any school interscholastic athletic program.

5.4.4 No student shall participate in a specialized sports camp/clinic during which individual skills are taught for a period greater than two calendar weeks (fourteen days) during any calendar year in which any of his/her coaches or high school faculty members are involved.

5.4.5 There shall be no participation in a specialized sports camp/clinic the two weeks prior to the beginning of a sports season if the student's coach(es) is a clinician.

5.4.7 Students who attend specialized sports camps will not be covered by school insurance.

5.5.0 Open Gym/ Facilities. The philosophy for the open gym is that youngsters can attend wholesome recreation or for the purpose of improving their skills, but it is something they do on their own. It would be a violation of WHSAA rules to mandate attendance at open gyms or to limit participation based on athletic status. Coaches and schools cannot be involved in out-of-season school practices for athletes. However, open gyms do not violate WHSAA rules if they are conducted according to the following guidelines:

1. The open gym is open to any youngster that is interested in attending.
2. There is no instruction during the open gym, whether by a coach or anyone else.
3. Coaches may supervise open gyms, but they may not instruct, organize drills, etc.
4. There is no organized competition, such as established teams participating in round-robin competitions, etc.

5.5.1 The WHSAA approves open gym/facilities that are not limited to specific team candidates.

5.5.2 Open gym/facilities are for students to use on a voluntary basis without pressure from the coach.

5.5.3 A coach violates the intent of the open gym/facility when he/she has mandatory or "so-called" voluntary attendance at open gyms/facilities. "So-called " voluntary attendance is an implied requirement for an individual to attend open gyms/facilities as prerequisite membership.

5.5.4 Coaches cannot use the open gyms/facilities to coach team techniques of activities provided in the school's interscholastic athletic program.

Forms

Coaching Evaluation forms

Star Valley High School Head Coaches Evaluation Report

Coaches Name _____
Assignment _____
School Year _____

It is my judgment based upon the above noted criteria that the overall performance of _____ has been:

_____ Satisfactory
_____ Unsatisfactory during the evaluation Period

Activities Director Signature Date

_____ This coach may file a statement. Check here if a statement is attached.

_____ Check here if Administrative expectations are attached.

My signature below indicates that I have read this evaluation. It does not necessarily indicate agreement with the findings.

Employee's Signature Date

Categories for Evaluation:

1. Organization, Management, and Ability to plan
2. Personnel Management
3. Communication and Public Relations
4. Supervision (of people, facilities, and program) and Student Discipline

5. Instructional Theory and Techniques of coaching
6. Personal Attributes, Professional Preparation, Interest in coaching and In-service efforts to improve.
7. Cooperation and Concern for the total program

Explanation of Rating Scale:

Ex – Exceptional: Demonstrates Exemplary Skill

PC – Professionally Competent: Results show attainment of primary work objectives in the manner reasonably expected of a trained professional.

NI -- Needs Improvement: Results are generally below what might be expected of a well trained professional coach suggesting that some improvement is indicated

UN – Unsatisfactory : Attainment of primary work objectives has not been reached. Effort toward improvement is necessary.

NA – Not Applicable: The evaluator had no opportunity to observe this item.

Category 1: Organization, Management and Ability to Plan

	Ex	PC	NI	UN	NA
A. Establishes positive goals and objectives for the season.					
B. Conducts well planned practice sessions designed to develop team and individual potential.					
C. Utilizes written practice plans to make best use of available time.					
D. Demonstrates proper care of facilities and equipment, including inventories, storage, maintenance and record keeping.					
E. Maintains accurate records regarding equipment, inventory, eligibility, and other related items					
F. Adequately manages the budget and makes prudent purchasing decisions.					
G. Adheres to school and district policies and procedures for budgets and purchasing					

H. Exhibits reasonable and prudent conduct in preventing and handling accidents and injuries and other emergencies.					
I. Takes pride in supervising all phases of the program					
J. Develops, updates, communicates, and follows an appropriate plan to deal with medical and other emergency situations.					

Comments:

Category 2: Personnel Management

	Ex	PC	NI	UN	NA
A. Develops and maintains a positive attitude and high morale among staff and student-athletes					
B. Demonstrates organizational skills, rapport, and ability to delegate to staff in order to most effectively utilize available talent.					
C. Makes evaluation criteria known in advance and in an effort to consistently improve, fairly evaluates both staff and student-athletes.					
D. Helps assistant coaches in their professional growth and development.					
E. Prepares and distributes required paperwork in a timely manner (eligibility, office clearance. Equipment, and other records)					

Comments:

Category 3: Communication and Public Relations

	Ex	PC	NI	UN	NA

A. Is understanding, shows respect and integrity when dealing with parents and others in the community.					
B. Is positive when speaking to parents and community groups about his or her program and athletes.					
C. Actively works to positively promote his or her program and athletes in the school, community and through the media.					
D. Keeps parents informed on athlete progress					
E. Shows a willingness to participate with booster club and other community support organizations.					
F. Cooperates with Junior High School personnel in an effort to develop and maintain positive relations and to build appropriate feeder programs.					
G. Shows cooperation and effective communication with assistant coaches, the Athletic Director and Administration, staff, students, parents, and others.					
H. Keeps the Athletic Director, coaches, athletes, parents, and others updated and informed through regular and positive communication.					
I. Communicates standards, expectations, regulations, policies and procedures in a positive manner to parents and student-athletes through well-planned and timely letters or group meetings.					
J. Demonstrates an interest in evaluation and in improving coaching methods and techniques					

Comments: _____

Category 4: Supervision (of people, facilities, and program) and Student Discipline

	Ex	PC	NI	UN	NA
A. Consistently operates within district, league, and WHSAA rules and regulations.					

B. Supports, reinforces and implements the school's policies regarding discipline, academics, and other behavioral expectations					
C. Establishes and clearly communicates parameters for student-athlete conduct.					
D. Maintains effective and appropriate discipline in a firm, fair, just, and positive manner					
E. Shows consistency in dealing with student behavior					
F. Assists students toward self discipline and acceptable standards of behavior with regard to self control, respect and responsibility					
G. Emphasizes sportsmanship at all times					
H. Insures proper supervision of athletes before, during and after practice and contests throughout the season					
I. Is proactive in being attentive to safety issues, needs, and precautions including facility inspection, techniques and equipment etc.					

Comments:

Category 5: Instruction Theory and Coaching Techniques

	Ex	P C	NI	UN	NA
A. Uses the principles of learning to facilitate the learning objectives.					
B. Makes effective use of instructional equipment, materials, and resources.					
C. Conducts and implements the instructional plan with flexibility.					
D. Demonstrates and applies knowledge of the skills/techniques. E. Is current on rules, and strategies of the sport, and continues to obtain knowledge by way of clinics and seminars.					

F. Emphasizes the teaching of safe and up to date fundamentals, techniques, and schemes in an effort to reach team and individual potential in the safest possible manner.					
G. Motivates athletes in a positive way in an effort to develop good team spirit and morale.					
H. Team consistently improves throughout the season					

Comments: _____

Category 6: Personal Attributes, Professional Preparation, Interest in Coaching and In-service Efforts to Improve

	Ex	PC	NI	UN	NA
A. Is enthusiastic, positive, and self motivated.					
B. Models positive and ethical professional behavior and good sportsmanship at all times by maintaining poise and control					
C. Develops respect and leads by example in appearance, manner, and behavior as well as in language, interest, and enthusiasm.					
D. Continues to educate himself or herself on the art of coaching as well as rules, techniques and strategies of the sport through attendance at clinics, reading, and other appropriate means					
E. Makes an effort to progress on coach's certification standards including regularly updating first aid certification.					

Comments: _____

Category 7: Cooperation and Concern for the Total Program

	Ex	PC	NI	UN	NA
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A. Works cooperatively with the Athletic Director, building and district staff, and others for the promotion and development of excellence in all aspects of our school's programs					
B. Consistently helps to build unity, integrity, and cooperation within and among the coaching staff throughout the school and district					
C. Enjoys the process of working with the athletes and demonstrates genuine enthusiasm for working with student-athletes.					
D. Consistently emphasizes and monitors student academic achievement.					
E. Takes time to deal with issues pertinent to student growth (e.g.—academics, chemical abuse, citizenship, accountability, etc.)					
F. Encourages student-athletes to become involved in other sports/activities and in the total program.					
G. Attends necessary meeting					
H. Demonstrates a commitment to the profession and its code of ethics as well as to the school and professional activities					

Comments:

General Comments, Commendations and Recommendations:

Star Valley High School
Assistant Coaches Evaluation Form

Coaches Name _____
Assignment _____
School Year _____

It is my judgment based upon the above noted criteria that the overall performance of _____ has been:

_____ Satisfactory
_____ Unsatisfactory during the evaluation Period

_____ Head Coaches Signature _____ Date

_____ Athletic Directors Signature _____ Date

_____ This coach may file a statement. Check here if a statement is attached.

_____ Check here if Administrative expectations are attached.

My signature below indicates that I have read this evaluation. It does not necessarily indicate agreement with the findings.

_____ Employee's Signature _____ Date

Categories For Evaluation:

1. Instructional Theory and Techniques of coaching, Supervision, and Student Discipline

2. Personal Attributes, Professional Preparation, Interest in coaching and In-service efforts to improve.
3. Cooperation, Communication, and Concern for the total program

Explanation of Rating Scale:

Ex – Exceptional: Demonstrates Exemplary Skills

PC – Professionally Competent: Results show attainment of primary work objectives in the manner reasonably expected of a trained professional.

NI -- Needs Improvement: Results are generally below what might be expected of a well trained professional coach suggesting that some improvement is indicated

UN – Unsatisfactory : Attainment of primary work objectives has not been reached. Effort toward improvement is necessary.

NA – Not Applicable: The evaluator had no opportunity to observe this item.

Category 1: Instructional Theory, Techniques of Coaching, Supervision, and Student Discipline.

	Ex	P C	NI	UN	NA
A. Consistently operates within district, league and IHSAA rules and regulations.					
B. Supports, reinforces, and implements the school's policies regarding discipline, academics, and other behavioral expectations.					
C. Assists in maintaining appropriate student-athlete conduct.					
D. Consistently deals with student-athlete conduct					
E. Emphasizes sportsmanship at all times.					
F. Assists with the supervision of student-athletes before, during, and after practices and contests throughout the season.					
G. Uses the basic principles of learning to facilitate the learning of objectives.					
H. Makes effective use of instructional equipment, materials, and resources.					

I. Demonstrates the ability to organize and use a written plan in order to implement the instructional plan with flexibility.					
J. Consistently emphasizes the safety through the teaching and execution of proper fundamentals in his or her teaching in an effort to reach team and individual potential in the safest possible manner					
K. Exhibits reasonable and prudent conduct in preventing and handling accidents and injuries and other emergencies					

Comments:

Category 2: Personal Attributes, Professional Preparation, Interest in Coaching, and In-service Efforts to Improve.

	Ex	P C	NI	UN	NA
A. Is enthusiastic, positive, and self motivated.					
B. Emphasizes and models positive and ethical professional behavior and good sportsmanship at all time by maintaining poise and control.					
C. Develops respect and leads by example in appearance, manner, and behavior as well as in language, interest and enthusiasm.					
D. Continues to educated himself or herself on the art of coaching as well as rules, techniques, and strategies of the sport through attendance at clinics, reading, and other appropriate means.					
E. Makes an effort to progress on coach's certification standards including regularly updating first aid certification.					
F. Has knowledge of rules/techniques affecting his/her athletes.					
G. Is a team player, consistently working to build up fellow coaches, our programs, and the student-athletes.					

H. Demonstrates an interest in evaluations and in improving coaching methods, and techniques.					
---	--	--	--	--	--

Comments:

Category 3: Communication, Cooperation, and Concern for the Total Program

	Ex	P C	NI	UN	NA
A. Works cooperatively with the Athletic Director, building and district staff and Administration, and others for the promotion and development of excellence in all aspects of our school's programs.					
B. Consistently helps to build unity, integrity, and cooperation within and among the coaching staff, throughout the school, and the district.					
C. Enjoys the process of and demonstrates genuine enthusiasm for working with student-athletes.					
D. Consistently helps to monitor and emphasize student academic achievement.					
E. Encourages student-athletes to become involved in other sports/activities, and in the total program.					
F. Assists the head coach in carrying out his or her responsibilities.					
G. Communicates effectively and appropriately with officials, fellow coaches, students, parents, and community.					
H. Attends necessary meetings.					
I. Demonstrates a commitment to the profession and its code of ethics as well as to the school and its professional activities.					
J. Shows a willingness to participate with booster club and other community support organizations as requested.					

Physical & Participation Packet

• **Physical**

**WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION
SCHOOL PHYSICAL EXAMINATION
MEDICAL RECORD**

PHYSICIANS STATEMENT MUST BE DATED AFTER MAY 1 TO BE VALID FOR THE UPCOMING SCHOOL YEAR

Name _____	Sex _____	Age _____	Date of Birth _____
Grade _____	School _____	Sport(s) _____	
Address _____		Phone _____	
Personal Physician _____			
<i>In case of emergency, contact</i>			
Name _____	Relationship _____	Phone (H) _____	(W) _____

Explain "Yes" answers below. Circle questions you don't know the answers to.

	Yes	No		Yes	No
1. Have you had a medical illness or injury since your last check up or sports physical?	<input type="checkbox"/>	<input type="checkbox"/>	10. Do you use any special protective or corrective equipment or devices that aren't usually used for your sport or position (for example, knee brace, special neck roll, foot orthotics, retainer on your teeth, hearing aid)?	<input type="checkbox"/>	<input type="checkbox"/>
2. Have you ever been hospitalized overnight?	<input type="checkbox"/>	<input type="checkbox"/>	11. Have you had any problems with your eyes or vision? Do you wear glasses, contacts, or protective eyewear?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are you currently taking any prescription of nonprescription (over-the-counter) medications or pills or using an inhaler?	<input type="checkbox"/>	<input type="checkbox"/>	12. Have you ever had a sprain, strain, or swelling after injury?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do you have any allergies (for example, to pollen, medicine, food, or stinging insects)?	<input type="checkbox"/>	<input type="checkbox"/>	Have you broken or fractured any bones or dislocated any joints?	<input type="checkbox"/>	<input type="checkbox"/>
5. Have you ever passed out during or after exercise?	<input type="checkbox"/>	<input type="checkbox"/>	Have you had any other problems with pain or swelling in muscles, tendons, bones, or joints?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been dizzy during or after exercise?	<input type="checkbox"/>	<input type="checkbox"/>	<i>If yes, check appropriate box and explain below</i>		
Have you ever had chest pain during or after exercise?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Head	<input type="checkbox"/> Elbow	<input type="checkbox"/> Hip
Do you get tired more quickly than your friends do during exercise?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Neck	<input type="checkbox"/> Forearm	<input type="checkbox"/> Thigh
Have you ever had racing of your heart or skipped heartbeats?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Back	<input type="checkbox"/> Wrist	<input type="checkbox"/> Knee
Have you had high blood pressure or high cholesterol?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Chest	<input type="checkbox"/> Hand	<input type="checkbox"/> Shin/calf
Have you ever been told you have a heart murmur?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Shoulder	<input type="checkbox"/> Finger	<input type="checkbox"/> Ankle
Has any family member or relative died of heart problems or of sudden death before age 50?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Upper Arm	<input type="checkbox"/> Foot	
Have you had a severe viral infection (for example, myocarditis or mononucleosis) within the last month?	<input type="checkbox"/>	<input type="checkbox"/>	13. Do you want to weigh more or less than you do now?	<input type="checkbox"/>	<input type="checkbox"/>
Has a physician ever denied or restricted your participation in sports for any heart problems?	<input type="checkbox"/>	<input type="checkbox"/>	Do you lose weight regularly to meet weight requirements for your sport?	<input type="checkbox"/>	<input type="checkbox"/>
6. Do you have any current skin problems (for example, itching, rashes, acne, warts, fungus, or blisters)?	<input type="checkbox"/>	<input type="checkbox"/>	14. Do you feel stressed out?	<input type="checkbox"/>	<input type="checkbox"/>
7. Have you ever had a head injury or concussion?	<input type="checkbox"/>	<input type="checkbox"/>	15. Do you, or someone in your family, have sickle cell trait or disease?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been knocked out, become unconscious, or lost your memory?	<input type="checkbox"/>	<input type="checkbox"/>	FEMALES ONLY		
Have you ever had a seizure?	<input type="checkbox"/>	<input type="checkbox"/>	16. When was your first menstrual period? _____		
Do you have frequent or severe headaches?	<input type="checkbox"/>	<input type="checkbox"/>	When was your most recent menstrual period? _____		
Have you ever had numbness or tingling in your arms, hands, legs, or feet?	<input type="checkbox"/>	<input type="checkbox"/>	How much time do you usually have from the start of one period to the start of another? _____		
Have you ever had a stinger, burner, or pinched nerve?	<input type="checkbox"/>	<input type="checkbox"/>	How many periods have you had in the last year? _____		
8. Have you ever become ill from exercising in the heat?	<input type="checkbox"/>	<input type="checkbox"/>	What was the longest time between periods in the last year? _____		
9. Do you cough, wheeze, or have trouble breathing during or after activity?	<input type="checkbox"/>	<input type="checkbox"/>	Explain "Yes" answers here: _____		
Do you have asthma?	<input type="checkbox"/>	<input type="checkbox"/>			
Do you have seasonal allergies that require medical treatment?	<input type="checkbox"/>	<input type="checkbox"/>			

I hereby state that, to the best of my knowledge, my answers to the above questions are complete and correct.

Signature of athlete _____ Signature of parent/guardian _____ 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 _____

○

**WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION
SCHOOL PHYSICAL EXAMINATION
MEDICAL RECORD**

PHYSICIANS STATEMENT MUST BE DATED AFTER MAY 1 TO BE VALID FOR THE UPCOMING SCHOOL YEAR

DATE OF EXAM _____

Name _____	Date of Birth _____
Height _____	Weight _____ % Body fat (optional) _____
Vision R 20/_____ L 20/_____	Corrected: Y N Pupils: Equal _____ Unequal _____
Pulse _____ BP _____ / _____ (_____ / _____)	

	NORMAL	ABNORMAL FINDINGS
MEDICAL		
Appearance		
Eyes/Ears/Nose/Throat		
Lymph Nodes		
Heart		
Pulses		
Lungs		
Abdomen		
Genitalia (males only)		
Skin		
MUSCULOSKELETAL		
Neck		
Back		
Shoulder/arm		
Elbow/forearm		
Wrist/hand		
Hip/thigh		
Knee		
Leg/ankle		
Foot		

*Normal indicated by check or N

Cleared

* Cleared after completing evaluation/rehabilitation for: _____

* Not cleared for: _____ Reason: _____

Recommendations: _____

***IF THESE BOXES ARE CHECKED, A COPY OF THIS FORM NEEDS TO BE SENT TO THE APPROPRIATE SCHOOL DISTRICT.**

Name of physician (print/type) _____ Date _____

Address _____ Phone _____

Signature of physician _____, MD or DO

STUDENT/PARENT/GUARDIAN INFORMED CONSENT

Participation in all activities requires the acceptance of risk of possible serious injury. The risk can be minimized by following your coaches' rules and procedures, by familiarizing yourself with the rules of the activity, and by following the specific rules issued by manufacturers for the safe use of your activity equipment. The risk is always there, but you can help minimize it by making safety a shared responsibility. When you make the decision to participate in an activity, you are assuming the shared responsibility of following the activities rules, the coaches' rules, and the equipment manufacturer's rules. You, as a participant, can help make the activity safer by not intentionally using techniques which are illegal and which can cause serious injury.

Your signature below indicates that you have been informed about the importance of following rules in activities participation; and you realize that there is a risk of being injured that is inherent in all activities. You realize that the risk of injury may be severe, including the risk of fractures, brain injuries, paralysis or even death.

Activity programs specifically excluded: _____

Date _____ Signature of Student _____

Signature of Parent _____

● **Participant & Parent Disclosure & Consent**

Participant & Parental Disclosure & Consent Document

PLEASE NOTE: It is the responsibility of the parent/guardian to notify the school if there are unique individual problems that are not listed on the Pre-participation Physical Evaluation Forms.

Name of Student Star Valley High School
School

Name of Health Insurance Provider

CONSENT FORM

PARENT OR GUARDIAN STATEMENT OF PERMISSION, APPROVAL, AND ACKNOWLEDGEMENT:
By signing I the parent or legal guardian of the student do:

- I hereby consent to the named student participating in the interscholastic athletic program at the school listed above. This content includes travel to and from athletic contests and practice sessions.
- Further consent to treatment deemed necessary by health care providers designated by school authorities for any illness or injury resulting from his/her athletic participation.
- Recognize that a risk of possible injury is inherent in all sports participation. I further realize that potential injuries may be severe in nature including such conditions as: fractures, brain injuries, paralysis, or even death.
- Acknowledge and give consent that a copy of this form will remain in the student's school. I agree that if my student's health changes and would alter this evaluation, I will notify the school as soon as possible but within no longer than 10 days.
- I hereby acknowledge having received education receiving written information regarding the signs, symptoms and risks of sport related concussion. I also acknowledge that I have read and agree to abide by the WHSAA Concussion Management Policy and/or policy of the school listed above.
- I understand that my performance as a participant and the reputation of my school are dependent, in part, on my conduct as an individual. I hereby agree to accept and abide by the standards, rules, and regulations set forth by Star Valley High School, the Lincoln County School District #2 Board of Trustees, and the sponsors for the activity in which I participate. I also authorize Star Valley High School to conduct drug tests. I also authorize the release of information concerning results of such a test to Star Valley High School and my parents or guardian. This shall be deemed a consent pursuant to the Family Right to Privacy Act for the release of above information to the parties named above.

Student Statement

By signing I acknowledge:

- This application to compete in interscholastic athletics for the above school is entirely voluntary on my part and is made with the understanding that I have not violated any of the eligibility rules and regulations of the Wyoming High School Activities Association.
- My responsibility to report to my coaches and parent(s)/guardian(s) illness or injury I experience.
- Having received education including receiving written information regarding signs, symptoms, and risks of sport related concussion. I also acknowledge my responsibility to report to my coaches and parent(s)/guardian(s) any sign or symptoms of a concussion.
- I understand that my performance as a participant and the reputation of my school are dependent, in part, on my conduct as an individual. I hereby agree to accept and abide by the standards, rules, and regulations set forth by Star Valley High School, the Lincoln County School District #2 Board of Trustees, and the sponsors for the activity in which I participate. I also authorize Star Valley High School to conduct drug tests. I also authorize the release of information concerning results of such a test to Star Valley High School and my parents or guardian. This shall be deemed a consent pursuant to the Family Right to Privacy Act for the release of above information to the parties named above.

○

ACTIVITY/ATHLETIC PARTICIPATION FORM

STATEMENT OF PHILOSOPHY

The Activity programs at Star Valley High Schools are designed as an important part of the education of young people. School sponsored activities are made available to high school students in order to teach such things as teamwork, competition, fair play, self-esteem, work ethic, and integrity. Student participants are given instruction that will assist in developing personal skills and are also given opportunities to perform, which reinforces learning.

Participation in the activity program is a privilege granted jointly by the school and the participant's legal guardian. The privilege of participation can be denied at any time by the legal guardian and may also be denied by the school, if just cause exists.

The activity program is an extension of the academic program and should be viewed as such. Academic programs should be given priority in terms of district resources and student effort. An effective academic program, combined with an effective activity program, should provide the skills and experience that will help lead the high school student into a successful life.

Following is a list of rules that will help to insure an equitable and quality program for all participants. Students are expected to read the rules and to abide by the same.

Section I Health Standard

No use of, sale of, distribution of, possession of, or being under the influence of illicit drugs, controlled substances, alcohol, or tobacco in any form is permitted. The consequence for failing to abide by these health standards is immediate dismissal from the team, group or class office for the remainder of the athletic season as defined by the WHSAA. Any letter, honors or postseason recognition will be denied. Additional consequences for this violation will be up to the Administration's discretion and may carry over to future activities. This may include suspension from or denial of participation in activities other than that in which the violation occurred. Seasons for WHSAA designated non-sports programs will be defined by the coach/advisor and the Administration. Coaches and administrators reserve the right to NOT write a letter of recommendation for post high school purposes based on a violation of this code. If the violation occurs during the last culminating event of the school year, the student will be required to complete a buy-back program approved by the administration in order to return to good standing for the following year.

If you are with a group that is breaking your training rules, you will be considered guilty. Participants found in attendance where alcohol, tobacco, illegal drugs or any other mind-altering substances are being used will face an immediate two-week suspension if they do not leave immediately or have the people that brought the substance leave immediately. During the suspension period, the student must attend practice, but will not be able to compete in competition. A second offense of this rule will result in an immediate suspension from activities until the end of the school year.

Section II Academic Standard

Students must maintain a passing grade in all classes during the season. Eligibility will be determined on a weekly basis. Students will be warned and given one week to work closely with the teacher in correcting academic problems. If the student is still not passing a class for the second week in a row, they will be suspended from that week's event. Students will remain suspended until the following week's eligibility is run. Eligibility reports are run on Mondays. Also, if a student is caught cheating, he/she is ineligible for that week's event. If ineligible for three weeks during the season or caught cheating a second time, that student will be dismissed from the team or group.

It is the student's responsibility to monitor their grades and get homework from teachers **BEFORE** leaving on trips.

Section III Good Citizenship Standard

1. The student will avoid suspension or other disciplinary action for misbehavior or truancy. Failing to check out of school properly in the office, or not attending class until they are released as a team is considered an unexcused absence.
2. No student is eligible to participate in an activity or practice if he/she has been absent from school the day of the activity or has accumulated 1 hour of detention. Special circumstances must be cleared in advance through the school Administration but must be done PRIOR to the absence. Failure to do so will result in not participating in that day's practice/event.
3. Misbehavior includes any conduct that would bring embarrassment to the team or school. Consequences for misbehavior will be up to the Administration's discretion.

1. Curfew hours will be communicated and enforced by coaches and advisors.
2. There may be other rules, guidelines or applicable constitutions determined by the respective club, group or other competitive organization and/or the advisors and the administration of the high school.
3. Each coach or sponsor will make participants aware of any additional rules that apply to his/her sport or group with the consequence of violation for each rule. Each Coach or Sponsor reserves the right to remove any student from his/her team or group at his/her discretion.
4. By signing this consent form, you are giving Star Valley High School the right to use your students photo, stats, grade, weight, height, etc. If you do not wish to have this information released, please contact the school counseling office.

Section V Other Rules Conduct of Activity Participants for Trips

Activity participants are under the jurisdiction of the school advisor and are subject to his/her direction. Student participants are expected to abide by the established rules at all times. Luggage and room checks may occur at the discretion of the advisor. When traveling, students are strongly encouraged to make the return trip home with their team. Alternate transportation from events will only be allowed under the terms stated in the "Alternate Transport Request and Liability Release Form".

In addition, the following rules have been established to ensure that the behavior of students representing Star Valley High Schools on trips reflect high standards and expectations:

1. Violation of the established Health Standards, or any rule stated below, while on a school trip will result in dismissal. Should this occur, parents will be responsible for transportation home from the event.
2. Students who fail to dress appropriately or demonstrate good citizenship as deemed by the chaperone, bus driver or supervising teacher, will be subject to disciplinary action by the school administration. This may mean suspension from school or suspension from future participation in school activities.
3. No girls shall be allowed in boys' rooms, or boys in girls' rooms, on any activity. **Violation of this will result in immediate dismissal from the team, group, or class office.** Additional consequences for this violation will be up to the Administration's discretion and may carry over to future activities. This may include participation in activities other than that in which the violation occurred.
4. If vandalism or shoplifting occurs while on a school-sponsored trip, the student will face an immediate suspension. If a second offense should occur, the guilty party will be denied participation for the remainder of the school year in all activities. Stealing from a teammate will be an automatic suspension for the season.
5. Any student violating the law while on a school-sponsored trip will be turned over to the police. This includes offenses for shoplifting, vandalism, drugs or alcohol, etc.

Wyoming High School Activities Association (WHSAA) Rules for Participation

The student must meet all eligibility requirements as established by the W.H.S.A.A. These rules are minimum standards and can be increased by the school at any time.

Consequences for infractions that do not apply directly to any of the previously stated scenarios will be at the discretion of the Administration and the activity sponsor/coach.

I have read *ALL of the above, the Star Valley High School Eligibility and Training Code for students participating in activities*. I agree to follow all rules as stipulated, and I agree to be subject to the penalties if I fail to follow the rules.

Student Signature: _____ Date: _____

I have read *ALL of the above and the SVHS Eligibility and Training Code*. I understand that my student must agree to follow all rules as stipulated and will be subject to the penalties if he/she does not follow the rules.

In addition, I realize that participation in any high school activity may involve the potential for injury that is inherent in all sports/activities. I acknowledge that even with the best coaching/supervision, use of the most advanced protective equipment and strict observance of rules, injuries are still a possibility. On rare occasions these injuries can be so severe as to result in total disability, paralysis, or even death.

I understand that Star Valley High Schools DO NOT carry medical or dental insurance on students and that the purchase of such is the responsibility of the student's parent or legal guardian.

In case of an emergency where we cannot be reached, we do authorize officials of Star Valley High Schools, Lincoln County School District #2, to contact any licensed physician to render such treatment as may be deemed reasonably necessary for the health of our aforesaid minor child. We also understand that expenses incurred as a result of emergency ambulance use or treatment by physicians will not be borne by the school or school personnel.

I agree to let my son/daughter participate in the activity listed above.

Parent Signature: _____ Date: _____

- Activity/Athletic Participation form

Lincoln County School District #2 Grades 6-12

ACTIVITY PARTICIPATION DRUG TESTING INFORMED CONSENT AGREEMENT

Student Name _____

Grade _____

Lincoln County School District #2 values students' participation in extracurricular activities. Participation in extracurricular activities is a privilege. Activity participants act as representatives of Lincoln County School District #2, its communities, and its ideals. LCSD#2 supports a drug-testing program for students in grades 6-12 who participate in WHSAA (Wyoming High School Activities Association) extracurricular activities/interscholastic programs.

Its purpose is threefold:

1. To provide for the health and safety of all participants.
2. To work as a tool of prevention and undermine the effects of peer pressure by providing a legitimate reason for participants to refuse the use of drugs.
3. To encourage students who use drugs to participate in an appropriate treatment program.

As a student and parent/guardian:

- We understand and agree that participation in WHSAA (Wyoming High School Activities Association) extracurricular activities/interscholastic programs is a privilege that may be withdrawn for violations of the Drug Testing Policy.
- We have read the JFCI- Drug Testing for Student Participants in School-Sponsored Activities and procedure JCFI-R- Drug Testing for Student Participants in School-Sponsored Activities and thoroughly understand the responsibilities and consequences as an activity participant in Lincoln County School District #2.
- We understand that all activity participants may be tested with the beginning of any activity season.
- We understand when students participate in any WHSAA (Wyoming High School Activities Association) extracurricular activities/interscholastic programs they will be required to participate in random urine drug testing. If the student refuses, they will not be allowed to participate in any WHSAA (Wyoming High School Activities Association) extracurricular activities/interscholastic program until requirements are met to return to activity.
- If there is reasonable suspicion that an individual participant is using a controlled substance or alcohol the coach/advisor of the program must report the information to the activities director, building principal, or designee. If it is determined a drug or alcohol test should be administered, administration shall make a good faith attempt to notify the student's parents, guardians or custodians using contact information on record with the school or district. The school administrator will keep a record of the efforts to provide notice under this paragraph and whether the notice was provided successfully. If the drug or alcohol test is refused, it will be treated under the policy the same as a positive test.
- We understand this is binding while a student is enrolled in Lincoln County School District #2 and/or participating in WHSAA (Wyoming High School Activities Association) extracurricular activities/interscholastic programs.
- I authorize Lincoln County School District #2 to conduct a drug and alcohol screening to test for drugs and/or alcohol use, either random or for reasonable suspicion.
- I authorize the release of information concerning the results of such a test to Lincoln County School District #2 and to the parent/guardian of the student.

I understand that my performance as a participant and the reputation of my school are dependent, in part, on my conduct as an individual. I have read and understand the contents of the Lincoln County School District #2 policy JFCI- Drug Testing for Student Participants in School-Sponsored Activities and procedure JCFI-R- Drug Testing for Student Participants in School-Sponsored Activities and agree to accept and abide by the policies, standards, rules and regulations set forth by Lincoln County School District #2 for the activity in which I participate.

By signing this agreement, we agree to be bound by all provisions in this policy.

Student Signature

Date

Parent/Guardian Signature

Date

*Nothing in this policy precludes a parent from having their child tested at any time.

- WHSAA eligibility form

-continued-

10. ASSUMED NAME (6.1.6, 5.0.3)

Competing under a false or assumed name will cause you to become ineligible.

Your name must be certified by your principal on a standard form to the opposing school or schools for each contest in which you are to compete.

11. UNDUE INFLUENCE (4.1.0)

Transferring from one school to another because of being influenced by any person to do so will make you ineligible for one full year.

***12. INDEPENDENT TEAMS (5.8.0)**

Playing on an independent team while a member of your high school competing squad in the same sport or activity is not allowed. Should you do so, you would forfeit your eligibility.

13. SPECIALIZED SPORTS CAMPS (5.4.0)

A coach or school representative may not directly or by implication direct you to attend camps/clinics, open gym sessions, or weight room training as a condition to practicing, participating or otherwise influencing your opportunity to participate in any school interscholastic program.

You may not participate in a specialized sports camp/clinic teaching individual skills for a period greater than two calendar weeks during any calendar year in which any of your coaches or high school faculty members are involved.

Students going to summer camps will not be covered by school or WHSAA catastrophic insurance.

Please ask your principal or activities director if you have questions about these rules.

*Fine Arts & Vocational participants need only meet these requirements.



Any student wanting to attend an NCAA or NAIA college or university on an athletic scholarship should meet with their counselor as soon as possible to determine their eligibility for financial aid under the rules established by the NCAA and NAIA. Failure to do this may make you ineligible for an athletic scholarship.



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Educational Excellence
Through Activities

How to Protect Your Eligibility for High School Activities

2023 – 2024

Eligibility Rules Review Sign-Off

We have reviewed the summary of WHSAA Eligibility Rules

_____	Student's Name (Print)
_____	Student's Signature
_____	Parent/Legal Guardian's Signature
_____	Date

-----Please sign, detach, and return to principal-----

YOUR HIGH SCHOOL ELIGIBILITY

The purpose of this pamphlet is to help you protect your eligibility because the WHSAA believes that you should know the rules that determine your eligibility. Most pupils who find themselves ineligible do so for one of two reasons: (1) They do not know the eligibility rules, or (2) They disregard these rules with the hope that no one will discover the violation. The rules of the Wyoming High School Activities Association are explained in the following paragraphs. Please understand that this pamphlet contains only a summary of the rules. You should read them carefully so that you understand them, and abide by them so that you are eligible to enjoy the privilege of interscholastic competition. Since this pamphlet is only a summary of the rules, please contact your principal or athletic director for exact copy and meaning of any rules you are unsure about.

These eligibility rules were not developed by chance, but have been developed gradually over a period of years by necessity to protect the welfare of youth and to ensure that interschool activities provide experiences of educational value to pupils. Only when activities provide such experience can they be justified as part of the total educational program. All of these rules have been voted on by the member schools of the WHSAA.

Eligibility to participate in interscholastic contests is a privilege to be attained by meeting the standards set forth by your school and by the WHSAA. Because your school is a member of the Wyoming High School Activities Association, it adopts the rules of this Association as minimum eligibility rules. Your school board, superintendent, and principal have the authority to establish any additional rules which they feel are beneficial to your school. Furthermore, coaches and sponsors may adopt training rules they deem advisable in the best interests of individual pupils and the team, so long as they are not in violation of the policies of the local school board. By abiding by these rules you can be eligible to take part in any interscholastic activity.

A complete copy of the WHSAA Rules Handbook can be found on the WHSAA Web Site <www.whsaa.org>. Following each rule in () is the WHSAA Handbook reference number for that rule.

What Are These Rules?

*1. STUDENT IN GOOD STANDING (6.1.0)

You must be a regularly enrolled student in good standing. Good standing implies that you be a creditable school citizen whose conduct in and out of school is such that it will not reflect discredit upon your school.

You will become ineligible if you are under suspension from school by your principal or superintendent for any reason.

*2. GRADES AND CREDITS (6.2.0)

You must currently be passing in five (5) solid subjects, and you must have passed in five (5) solid subjects during the immediate preceding semester. Upon school district approval, deficiencies, including incompletes, conditions, and failures for the previous semester may be made up during a subsequent semester, summer session, night school, or tutoring for meeting eligibility requirements. Special education students must meet the educational goals set for them.

3. TRANSFER OR CHANGE OF SCHOOLS (6.4.0)

If you transfer from one school to another without a corresponding change of residence on the part of your parents, you will be ineligible for one year from the date of enrollment for varsity competition in the sports in which you competed in the previous twelve months. If this transfer is made with a corresponding move on your parent's/legal guardian's part, you will be just as eligible in this new school as you were in the former. Only that legal guardianship which has been established at least 12 months prior to the student's moving is recognized by the WHSAA.

Before you are eligible to represent the new school in either of the foregoing cases, the principal must submit the completed transfer form to the Association office attesting your move and your eligibility.

To understand the exception to this rule, please ask your principal.

*4. NUMBER OF SEMESTERS OF COMPETITION (6.5.0)

You are limited to competing for no more than four (4) fall and four (4) spring semesters for a total of eight (8) semesters. These 8 semesters shall be consecutive and begin once you start the ninth grade.

5. AGE LIMIT (6.3.0)

You must be under twenty years of age on August 1 for fall sports, November 1 for winter sports, and March 1 for spring sports.

6. PHYSICAL EXAMINATION AND IMMUNIZATION (6.6.0)

Before you are eligible to compete or practice in any sport within the current school year, you must have on file a certificate of physical fitness issued by qualified medical personnel and a statement of permission signed by your parent or guardian. The physical must be taken after May 1.

You must also have on file proof of immunization.

7. AMATEUR STANDING (5.7.0)

You must be an amateur, that is, a person who has never used and is not now using his/her athletic skill for gain as a participant in athletic contests. For gain means accepting money or other monetary compensation as a result of athletic competition.

8. NUMBER OF PRACTICE DAYS (5.10.1)

You must participate in the required number of practices in your sport before you can compete. Check with your coach to find out the number of days required for your sport.

9. AWARDS (5.6.0)

You will be declared ineligible if you receive awards valued at more than \$250 or any amount of cash because of athletic involvement. Golf will follow the USGA rule.

-continued-

A FACT SHEET FOR Parents



What is a concussion?

A concussion is a type of brain injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head. Concussions can also occur from a blow to the body that causes the head and brain to move rapidly back and forth. Even what seems to be a mild bump to the head can be serious. Concussions can have a more serious effect on a young, developing brain and need to be addressed correctly.

What are the signs and symptoms of a concussion?

You can't see a concussion. Signs and symptoms of concussion can show up right after an injury or may not appear or be noticed until hours or days after the injury. It is important to watch for changes in how your child or teen is acting or feeling, if symptoms are getting worse, or if s/he just "doesn't feel right." Most concussions occur without loss of consciousness.

If your child or teen reports one or more of the symptoms of concussion listed below, or if you notice the signs or symptoms yourself, seek medical attention right away. Children and teens are among those at greatest risk for concussion.

Signs & Symptoms of a Concussion

Signs Observed by Parents or Guardians

- Appears dazed or stunned
- Is confused about events
- Answers questions slowly
- Repeats questions
- Can't recall events *prior* to hit, bump, or fall
- Can't recall events *after* hit, bump, or fall
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Forgets class schedule or assignments

Symptoms Reported by Your Child or Teen

Thinking/Remembering

- Difficulty thinking clearly
- Difficulty concentrating or remembering
- Feeling more slowed down
- Feeling sluggish, hazy, foggy, or groggy

Physical

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Fatigue or feeling tired
- Blurry or double vision
- Sensitivity to light or noise
- Numbness or tingling
- Does not "feel right"

Emotional

- Irritable
- Sad
- More emotional than usual
- Nervous

Sleep*

- Drowsy
- Sleeps *less* than usual
- Sleeps *more* than usual

*Only ask about sleep symptoms if the injury occurred on a prior day.

To download this fact sheet in Spanish, please visit: www.cdc.gov/HEADSUP. Para obtener una copia electrónica de esta hoja de información en español, por favor visite: www.cdc.gov/HEADSUP
January 2021



Danger Signs

Be alert for symptoms that worsen over time. Your child or teen should be seen in an emergency department right away if she or he has one or more of these danger signs:

- One pupil (the black part in the middle of the eye) larger than the other
- Drowsiness or cannot be awakened
- A headache that gets worse and does not go away
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Difficulty recognizing people or places
- Increasing confusion, restlessness, or agitation
- Unusual behavior
- Loss of consciousness (even a brief loss of consciousness should be taken seriously)

Children and teens with a suspected concussion should NEVER return to sports or recreation activities on the same day the injured occurred.

They should delay returning to their activities until a healthcare provider experienced in evaluating for concussion says it's OK to return to play. This means, until permitted, not returning to:

- Physical Education (PE) class
- Sports practices or games
- Physical activity at recess

➤ What should I do if my child or teen has a concussion?

1. Seek medical attention right away.

A healthcare provider experienced in evaluating for concussion can determine how serious the concussion is and when it is safe for your child or teen to return to normal activities, including physical activity and school (concentration and learning activities).

2. Help them take time to get better.

If your child or teen has a concussion, her or his brain needs time to heal. Your child or teen may need to limit activities while s/he is recovering from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games may cause concussion symptoms (such as headache or tiredness) to reappear or get worse. After a concussion, physical and cognitive activities—such as concentration and learning—should be carefully managed and monitored by a healthcare provider.

3. Talk to your child or teen about how they are feeling.

Your child may feel frustrated, sad, and even angry because s/he cannot return to recreation and sports right away, or cannot keep up with schoolwork. Your child may also feel isolated from peers and social networks. Talk often with your child about these issues and offer your support and encouragement.

➤ How can I help my child return to school safely after a concussion?

Most children can return to school within a few days. Help your child or teen get needed support when returning to school after a concussion. Talk with your child's teachers, school nurse, coach, speech-language pathologist, or counselor about your child's concussion and symptoms.

Your child's or teen's healthcare provider can use CDC's Letter to Schools to provide strategies to help the school set up any needed supports.

As your child's symptoms decrease, the extra help or support can be removed gradually. Children and teens who return to school after a concussion may need to:

- Take rest breaks as needed
- Spend fewer hours at school
- Be given more time to take tests or complete assignments
- Receive help with schoolwork
- Reduce time spent reading, writing, or on the computer
- Sit out of physical activities, such as recess, PE, and sports until approved by a healthcare provider
- Complete fewer assignments
- Avoid noisy and over-stimulating environments

To learn more, go to www.cdc.gov/HEADSUP or call 1.800.CDC.INFO

January 2021



ACTIVITY SUPERVISION STATEMENT

Student safety is the primary concern when involved in any school activity. It is the responsibility of activity advisors/coaches to supervise all students under their care when traveling. This will be accomplished by no less than two advisors/coaches on each bus that travels outside of the district and no less than one advisor/coach on each bus that travels within the district. Exceptions to this rule must be approved by the superintendent. The following is a list that is intended to communicate the expectations of the district. Because we understand that no list can cover all possible situations that might arise, the expectation of the district is that coaches and supervisors ensure that their supervision of students is as adequate as possible throughout the duration of the activity.

As supervisors it is expected that they will:

1. Have proper activity related forms turned in as required.
2. Position themselves so they can actively supervise all students on the bus, understanding that the status of all students must be checked multiple times throughout the trip. The bus driver is not in charge of the students. He/she is in charge of the vehicle.
3. Supervise students during the time they are being transported in a district vehicle to a school activity. For instance, supervisors may not ride back from a trip with another party, leaving students unsupervised.
4. Supervise all students while they are on a trip (i.e.: in the mall, hotel, events center, school, restaurant, ski hill, golf course, playing field, etc.) with a minimum of an hourly check in with the coach.
5. Do not conduct personal business or engage in any activity that interferes with or distracts from school business or supervision of students.
6. Follow the guidelines required of bus drivers relating to driving time, etc. Please do not ask the driver to change any of the rules and procedures he/she is required to follow without clearing those changes in advance through the transportation director.

7. Review often the rules of conduct with the students and make sure they are clearly understood and also know the expectation and procedure for reporting violations within a 12-hour period.
8. Report any related behavior problems to the principal.
9. Account for students taken home by parents after an activity. Following the conclusion of an activity or competition students may be released only to their parents when properly signed out using the appropriate form carried in the coach's travel binder. Students may not ride home with anyone other than their parent or legal guardian unless a formal, written request from the parent or legal guardian is filed in the school office, prior to departure.
10. Make sure that provision is made for the safe and orderly return of students to their home after activities.
11. Leave in a timely fashion when activities are over.
12. When doing separate student activities at the same location (i.e. speech and music competitions) arrange for meeting places and times.
13. Students may not drive their own vehicles on sanctioned trips.
14. Under no conditions may students drive district/school vehicles other than for Drivers' Education.

I have read and do understand the expectations for me when supervising LCSD#2 students in my care as an activity advisor/coach.

Date: _____

Signature: _____

Print Name: _____

JHF-R

March 4, 2020

**STAR VALLEY HIGH SCHOOL
ALTERNATE TRANSPORT REQUEST AND LIABILITY RELEASE FORM**

Students participating in school activities are NOT to be transported in private vehicles without the expressed, WRITTEN consent of the building principal and arranged at least 24 hours in advance of the activity.

Students who are transported to an event with a team or group will return with the team or group. The following exceptions may apply:

A student may be released to his/her parent(s) by signing the Alternative Transportation Request form at the time of a contest or activity. The coach should have this form.

Students may be released to a person other than a parent only if all four conditions listed below are met or approved by a principal or athletic director.

1. The parent must make a written request to the Athletic Director naming the person that is to be responsible for the student.
2. The parent must make direct contact, phone or in person, with the athletic director or principal. (The athletic director or principal will agree or disagree with the request at the time of personal contact.)
3. The party to whom the student is to be released MUST be 21 or older.
4. The student will be released only after face-to-face contact with the coach, student and approved responsible party.

Under NO circumstances will a student leave the school provided transportation without the knowledge and approval of a member of the coaching staff.

Written request must be made on the appropriate form releasing the coach and the school district of their obligation to provide safe transportation.

In case of injury during an athletic event, the injured student may be given permission to travel home with parents with the knowledge and consent of the coach or sponsor of the event.

ALTERNATE TRANSPORT REQUEST & LIABILITY RELEASE FORM

I, _____ parent/legal guardian of _____
request

permission to have _____ take my child to and/or
from _____ (date and event).

I agree to hold harmless and release Star Valley High School, Lincoln County School District #2, Administrators, Board Members, Coaches and Staff Members from all liability that may result from this action and further release all parties specified above from their duty to provide safe transport to and/or

from this event. By signing I accept all responsibility for the safe transport to and/or from the event for the above named student.

Parent/ Guardian Signature

Date

_ School Official Approving This Request