

WASHBURN
MIDDLE SCHOOL



ATHLETIC CODE
2017-2018

ACADEMIC AND BEHAVIORAL REQUIREMENTS

Timeframe

The athletic code is enforced year-round, not only when school is in session. The code, once signed is retro-active to the 1st of August of that year, regardless of the signature date and will run through July 31st of following calendar year

Expectations

A student with unfavorable academic standing or unfavorable behavior could be placed on probation. Probation means the student will meet with either the MS Principal/Athletic Administrator/ School Counselor to set up an academic or behavioral plan that will help them reach success and is in the best interest of the student. If academic and behavioral expectations are not met it could lead to ineligibility.

ATTENDANCE REQUIREMENTS:

Daily Attendance

Daily school attendance is required of all students. Students too sick to attend a full day of school will be ineligible to practice or play that day. Examples of excused absences include funerals, field trip, and medical or dental appointments, or other absence approved by the school.

Suspensions/Expulsions

Any participant who is suspended or expelled from school will be ineligible for all athletic participation, including practices, during the period of suspension or expulsion. The student shall be eligible for athletic competition when he or she is re-admitted to school if all other eligibility requirements are met.

CONDUCT REQUIREMENTS FOR PARTICIPATION

The following actions may constitute a violation of the Washburn School District Athletic Code. While this list is extensive, it is not all inclusive. Any behavior or conduct that is unbecoming of a Washburn School District Athlete as determined by the Athletic Administrator or School Principal is subject to discipline, whether or not it is on the list below.

- A. Use, possession, buying or selling drugs, alcohol, look-alike drugs and/or inhalants. (beer, wine or non-alcoholic products such as NA, Sharps, O'Douls, etc.)
- B. Use, possession, buying or selling tobacco products or look-a-like products such as e-cigarettes, hooka pens, etc...
- C. Misuse of over-the-counter or prescription medications.

- D. Knowingly enter a vehicle that is transporting alcoholic beverages and/or illicit substances unless he/she is under the direct supervision of his/her parents or legal guardians.
- E. Attendance at parties/events where drugs, illicit substances and/or alcohol are being consumed/taken by minors is prohibited. Attendance at family gatherings, sponsored by parents, where use of alcohol is occurring is not considered a violation. These exceptions include such local events as family weddings, graduation parties and similar occasions.
This does not, however, allow use of alcohol or drugs by any student under this code.
- F. Violation of any of the Wisconsin Criminal Statutes in the following chapters:
 Chp. 125 Alcohol and Beverages;
 Chp. 161 Controlled Substances Act;
 Chp. 939 Crimes-General Provisions;
 Chp. 940 Crimes Against Health and Safety;
 Chp. 943 Crimes Against Property;
 Chp. 944 Sexual Morality;
 Chp. 945 Gambling;
 Chp. 946 Crimes Against Government;
 Chp. 947 Disorderly Conduct;
 Chp. 948 Crimes Against Animals.
 They shall not violate Wisconsin Traffic Statutes
 346.63 Operating Under Influence of Intoxicant/Other Drug;
 346.63 (M.) Absolute Sobriety;
 346.93 Minor Transport;
 346.935 Open Intoxicants by Driver/Occupant.
 Further they shall not be in violation of any municipal, county ordinance or laws of other jurisdictions in conformity with the previous listed statutes. It is not necessary for a student to have been issued a citation to be considered in violation.
- G. Willful and/or persistent disrespectful behavior may result in loss eligibility. This also includes school events, home or away.
- H. Violation of contest or game regulations which cause ejection from an athletic contest, may result in missing one (1) additional interscholastic contest. The athletic administrator and principal will make the final decision.
- I. A student is ineligible to participate in practice or a contest while serving an in or out-of-school suspension or expulsion.
- J. Behavior or conduct unbecoming an activity participant.
- K. Flagrant violation of game rules.
- L. Engaging in any form of harassment. Harassment is defined as deliberate, repeated or unwanted verbal or physical contact, sexually explicit derogatory statement, or sexual discriminating remarks that are offensive or objectionable to the recipient or cause the recipient discomfort or humiliation.
- M. Hazing – defined as:
 1. To persecute or harass with meaningless, difficult or humiliating tasks.
 2. To initiate by exacting humiliating performances from or playing rough practical jokes upon.
- N. Websites and Social Networks:

Because participation in school activities is co-curricular and voluntary, and is viewed as a privilege, the regulation of the conduct of student participants is year-round, both on-campus and off-campus. It is a code of conduct violation if signed documentation is presented showing a photograph or other printed/written evidence on any website, including social networking websites such as Facebook or Twitter, the student violating the athletic code, regardless of when or where the activities took place. This includes all violations, including bullying and sexting.

Enforcement Procedures

The School District of Washburn recognizes the enforcement of its Activity Code should follow procedures designed to minimize the chance of error and maximize the opportunity for interested persons to be heard. To that end, the procedures set forth hereafter provide to the parents, the students, and the district, a vehicle to assure fairness and, to the extent possible, accuracy in resolving questions under this code.

- A. A person witnessing a violation or having reliable information regarding a violation must present the kind, time and place of violation to the activities director/administrator in writing. It must be signed. All attempts will be made to keep the identity of the person witnessing the violation confidential.
- B. The activities director/administrator shall inform the advisor/coach, the student, and the parent(s)/guardian(s) that a charge has been made.
- C. If the student does not plead guilty and the activities director/administrator and advisor/coach finds the student guilty of the charge based on the evidence, the student will be informed within one (1) working day of the decision, and a written notification will be mailed to the parent(s)/guardian(s).
- D. If the student or parent(s)/guardian(s) is not satisfied with the decision of the activities director/administrator and advisor/coach, he/she may appeal the decision to the Washburn Activity Board, as outlined in Due Process Procedures.

Penalties for violations not involving alcohol, drugs, or other illegal activities

Penalties for violations of the athletic code that do not involve alcohol, drugs, or other illegal activities as outlined previously will be determined by the Athletic Administrator on a case by case basis. This includes, but is not limited to instances of disrespect, violation of game rules, or ejection from an event.

Penalties for violations involving alcohol, drugs, or other illegal activities

First time violation:

Penalty-

- The student will be suspended immediately from interscholastic competition.
- The suspension will commence with the sport in which the student is currently participation in.

- The student will be suspended for 50% of the total number of regular season contest dates during the current sport season.
- Double headers, tournaments, and other times a team may play more than one game in a day will still only count as one contest missed.
- A student will not be ruled eligible in the middle of a contest, even if missing the first half or part of a game would result in completion of the 50%. The 50% applies to full contests only.
- If the violation occurs when athlete is not currently playing a sport, the penalty will be applied to the next sport in which the athlete participates.
- If the athlete cannot fulfill the full 50% penalty because there are not enough contest dates left in the season, the remaining percentage of the penalty shall roll over into the next sports season in which the athlete participates. *Example: A student serves a penalty of 5 games out of a scheduled 18 or 27%. The student then owes 23% of the next season. If there are only 10 contests in the next season, the student will be ineligible for 3 contests or 30%. Serving only 2 games the next season would result in the student serving only a penalty of 47% (27% + 20%)*

Awareness and Restorative Justice Penalty Reductions-

- It will be recommended that the student complete an alcohol, tobacco, drug, or other appropriate awareness program, class, or assessment that is approved by the Washburn School District.
- It will be recommended that the student complete 5 hours of community service. The community service must be approved in advance by the current (or next season) coach and either the high school principal or athletic administrator. Only community service hours approved in advance will apply. The community service must be meaningful to the community as a whole and will occur outside of the regular school day. Signed documentation that the community service hours were completed must be received by the athletic administrator before any reduction in penalty will be applied.
- Any student who completes either the awareness program will have the penalty for a first offense reduced to 25%
- Any student who completes both the awareness program AND the community service requirements will have the penalty for a first offense reduced to 10%.

Self-Reporting-

- Any student who self-reports a 1st time violation and cooperates fully with the subsequent investigation shall have their penalty automatically reduced to 10% with no need for an awareness program or restitution. Going through an awareness program or completing restitution will not reduce the penalty further.
- The self-reporting must happen prior to the athletic administrator becoming aware of the incident. The self-reporting can be made to the athletic administrator, athletic director, the athlete's coach, or a school

principal. The person hearing the report shall record the details, including the time reported, and hand all information over to the athletic administrator. If the report was made prior to the athletic administrator becoming aware of the incident, only the 10% penalty will apply.

Second time violation:

Penalty-

- The student will be suspended immediately from interscholastic competition.
- The suspension will commence with the sport in which the student is currently participation in.
- The student will be suspended for 50% of the total number of regular season contest dates during the current sport season.
- Double headers, tournaments, and other times a team may play more than one game in a day will still only count as one contest missed.
- A student will not be ruled eligible in the middle of a contest, even if missing the first half or part of a game would result in completion of the 50. The 50% applies to full contests only.
- If the violation occurs when athlete is not currently playing a sport, the penalty will be applied to the next sport in which the athlete participates.
- If the athlete cannot fulfill the full 50% penalty because the violation occurred during the season, the remaining percentage of the penalty shall roll over into the next sports season in which the athlete participates.

Example: A student serves a penalty of 5 games out of a scheduled 18 or 27%. The student then owes 23% of the next season.

Awareness and Restorative Justice-

- It will be **required** that the student complete an alcohol, tobacco, drug, or other appropriate awareness program, class, or assessment that is approved by the Washburn School District.
- It will be **required** that the student complete 10 hours of community service. The community service must be approved in advance by the current (or next season) coach and either the high school principal or athletic administrator. Only community service hours approved in advance will apply. The community service must be meaningful to the community as a whole and will occur outside of the regular school day. Signed documentation that the community service hours were completed must be received by the athletic administrator before a student will be ruled eligible.

- The awareness and restorative justice requirements are a required part of the second violation consequence and will not reduce the contest penalty.

Third and subsequent violations:

The student will be suspended from all athletic competitions for one calendar year from the date of the most current violation, or for the remainder of middle school, if it is less than one calendar year. Subsequent suspensions may be served concurrently.

Participation during ineligibility

- a. Athletes who are ruled to be ineligible can still attend all practices and games. Participation in practices will be at the coach's discretion. It is acceptable for athletes to make arrangements with their coach to miss practice for extra academic support or homework help. Penalties for athletes who skip practice or home games during ineligibility will be left up to the coach.
- b. Ineligible athletes cannot dress in the game uniform on the day of a game for which they are ineligible, but are expected to assist with team needs as per the coach's discretion.

Additional Enforcement

Coaches may have team rules or a team code that are stricter than the Washburn co-curricular code. This code sets a baseline of conduct and eligibility for students representing Washburn.

General requirements to fulfilling violation penalties:

All suspensions will be served in consecutive sequence: for example, the first two contests in order of schedule, not the contest(s) of choice.

Middle School to High School transition:

Consequences for all violations, academic or conduct, incurred during middle school that cannot be fulfilled during the final semester of the 8th grade year will not carry over to high school.

Appeals Process

- Each student has the right to appeal his or her case to the Athletic Code Appeals Committee for a hearing. The appeal must be made in writing to the Athletic Administrator within 24 hours of being notified of the violation. The appeal letter must state the compelling reasons why the decision of the Athletic Administrator should not stand.
- A student will not be eligible to participate in any contests or events during the appeals process.

- The Athletic Administrator shall convene a five-member Athletic Code Appeals Committee comprised of teachers and/or coaches. The composition of the Athletic Code Appeals Committee must contain a minimum of three teachers. One member shall be selected by the committee to act as chair.
- The student and/or parent or guardian shall be given the opportunity to present compelling reasons why the Athletic Code Appeals Committee should reconsider the decision of the Athletic Administrator.
- The Athletic Administrator shall act only as a fact finder and present the information to the Appeals Committee.
- Decisions of the Athletic Code Appeals Committee shall be conveyed in writing to the student and the parent/guardian. The majority rules on the Athletic Code Appeals Committee decisions.
- The decision of the Athletic Code Appeals Committee shall be FINAL.

PARTICIPATION REQUIREMENTS:

1. Athletes are required to turn any participation fees to the middle school office by the end of the season or they will not be eligible for the next sport's season.

Athletic Fee Options--Students may pay an athletic fee at the beginning of each sport they play. It will be \$25 dollars for each sport played. Students also have the option to pay for all sports at once, at the beginning of the school year. By doing this, there is a financial savings. There will not be refunds given if the students decided not to play, gets hurt, has a code violation, etc....If students choose this option, the payment will be \$25 dollars for one sport, \$37.50 for two sports, and \$50 for three sports. Student that receive fee and reduced lunch are exempt from the fee.

2. Athletes must have a current physical on file in the middle/high school office before they are allowed to participate in any practices/contests.
3. Athletes must have an insurance form with company name and policy number signed before they participate in any practices or contests.
4. Athletes must attend/watch a Code reading prior to participation each school year.
5. Athletes and parents/guardians must both sign the Athletic Code before they are eligible to participate in any practice/contests.
6. The WIAA Concussion Waiver must be signed by both parents and the athlete before participating in any practices/contests.

Coaches must turn in all paperwork to the Middle School office prior to the first practice. Any athlete that does not have all paperwork and current physical on file cannot practice or play in contests.

Other Expectations

Travel to and from events:

Athletes/students are expected to travel to and from activities with the team. Under certain circumstances only, the parents/guardians may request permission in writing that the student be allowed to travel from the contest with permission of the parent/guardian. (*Examples- The family is leaving for a trip following the game, the game is in a location where the student is open enrolled from, or the student has a medical appointment.*) All alternative travel plans must be arranged ahead of time and approved by the athletic administrator in writing. This must be passed on to the coach before the day/night of the contest. If alternative arrangements are granted, the student and his/her parents must meet with the coach for verification of the travel plans before leaving the competition event.

If a student commits a serious violation on a trip, parents will be responsible for picking up the student at their own expense. Transportation/chaperone duties by the Washburn School District will terminate when the student is in custody of the police or when the parent arrives.

Washburn will assume no responsibility for any student who misses the district arranged transportation to an event and attempts to travel to the event on his or her own. The coach will have sole discretion as to whether the athlete will compete in the contest if they miss the district transportation.

Practice:

Students are expected to attend all practices. Illness, injury, parental permission, and prior arrangement with coaches may excuse a student from practice. Injured students are encouraged to attend practice sessions with their team.

Participation award:

Coaches/Advisors for each co-curricular activity determine the qualifications and eligibility for participation awards.

Injury/Illness:

Students should report any serious injury to their coach as soon as possible. Any injury that requires medical attention should be reported **immediately** to the coach. Coaches will report any serious injury to the parent/guardian and/or office and complete and accident report.

All athletes enrolled in physical education classes shall be active participants in those classes. Athletes who have an excuse from a licensed medical practitioner **TO NOT PARTICIPATE IN PHYSICAL EDUCATION** shall likewise be ineligible to participate in athletic practice and competition for the duration of the excuse.

Concussions:

Any athlete, who during the course of a game or practice, suffers a suspected concussion shall be removed from the practice or game immediately. The player may not return to any practice or game until cleared by a medical doctor. Parent permission in place of a doctor's clearance is not sufficient.

Cooperative teams:

Washburn students playing on a cooperative team with another school will follow the Washburn School District Code unless an alternate agreement is reached between the cooperating schools. Athletes will be notified in advance and read any alternate code that they may fall under.

Code Reading/Signature Page:

Each prospective athlete shall attend a reading of this athletic code prior to their first participation in a sport for each school year. Code readings will occur prior to each sport season as needed. Athletes who cannot make the assigned code reading date will be responsible to contact the athletic administrator to have the code reviewed with them.

The student and his/her parent/guardian will both sign the Athletic Code Policy acknowledging they have read the policy and agree to abide by the policy. A signed copy of this acknowledgment and date of the code reading will be on file with the athletic administrator prior to student participation in an athletic program.

Clarification of disputes

Following any athletic contest, coaches will not discuss any complaint until twenty-four (24) hours has passed. This policy allows for all parties involved to gain a calmer and less emotional perspective.

Anti-Bullying Policy

School District of Washburn Anti-Bullying Policy 443.7 / 443.71

Introduction

The Washburn School District strives to provide a safe, secure and respectful learning environment for all students in school buildings, on school grounds, on school buses, and at school-sponsored activities. Bullying has harmful social, physical, psychological and academic impact on victims, bystanders, and on the individuals participating in the bullying. The district consistently and vigorously addresses bullying so that there is no disruption to the learning environment and learning process.

Definition

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. Bullying may be repeated behavior and involves an imbalance of power. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; ethnicity; religion; gender; gender identity; physical attributes; physical or mental ability or disability; race; sexual orientation; and social, economic or family status.

Bullying behavior can be:

1. Physical, including, but not limited to:

- Assault
- Attacks on personal property
- Hitting
- Kicking,
- Punching
- Theft

2. Verbal, including, but not limited to:

- Cruel rumors
- Degrading language
- False accusations
- Hazing
- Intimidating language
- Name calling
- Offensive language
- Racist remarks
- Slander
- Social alienation
- Stereotyping
- Threats

3. Non-verbal or Emotional threats or intimidation, including, but not limited to:
Finger, hand, and facial gestures
4. Extortion
5. Any other form of behavior that causes or creates fear, harm, intimidation, and / or an offensive school environment.
6. Any of the above behaviors taking place in cyberspace, including, but not limited to, interdependent or isolated information technology or computerized infrastructures such as the internet, telecommunications networks, computer systems, and embedded processors and / or controllers.

Prohibition

Bullying behavior is prohibited in all schools, buildings, property and educational environments, including any property or vehicle owned, leased or used by the school district, during transport to or from school activities, and during any school-sponsored or school-based activity. Educational environments include, but are not limited to, any and every activity under school supervision.

In situations in which bullying originated off school property, or from a non-school computer or telecommunication device, but is brought to the attention of school officials, any disciplinary action shall be based upon whether the conduct is determined to be severely disruptive of the educational process so that it markedly impedes the day-to-day operations of a school. Such conduct includes, but is not limited to, harassment, bullying or making a threat off school grounds through cyberspace that is intended to endanger the health, safety or property of others at school, a district employee, a district volunteer, or a school board member.

Complaint Procedure

It is the responsibility of all school staff members, students, and concerned individuals who observe or become aware of acts of bullying to report these acts confidentially to a school staff member or administrator. All such reports must also be reported to the appropriate building principal, unless specifically designated otherwise by the district administrator and/or a majority of the Board of Education acting under a formal motion in an open session meeting." The building principal shall make the district administrator aware of all such reports and seek counseling and provide updates to the district administrator to document steps taken to mitigate the individual and cultural behavior. All such reports, either verbal or in writing are to be taken seriously and a clear account of the incident is to be documented. There shall be no retaliation against individuals making such reports. Individuals engaging in retaliatory behavior will be subject to disciplinary action.

The district administrator / superintendent will develop administrative rules to implement this policy.

Procedure for investigating reports of bullying

An investigation to determine the facts will take place in a timely manner to verify the validity and the seriousness of the report. Affected parents and/or guardians will be notified that a report has been made. The district shall keep the complaint confidential to the extent required by law for both the accused and the accuser.

Legal Ref.: Sections 118.13
 120.13(1)
 120.44

895.77(2)
947.0125
947.013
948.51(2)

PI9, Wisconsin Administrative Code
Title IX, Education Amendments of 1972
Title VII, Civil Rights Act of 1964
Equal Employment Opportunities Guidelines (29 C.F.R. - Part 1604.11)

Cross Ref: Policy 443 Student Conduct
Policy 512 Harassment of Employees/Volunteers
Policy 522 Staff Conduct
Policy 833 Public Conduct on School Premises
Policy 870 Public Complaints

Approved August 18th, 2015

Middle School Athletic Code

Participation in the Washburn School District Athletic Programs is a privilege and is subject to the rules of conduct and academic requirements set forth in this code. By signing this paper, you indicate that you are aware of all of the expectations identified in this code.

Student Name: _____

Student Signature: _____ Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Date of athletic code reading: _____