

TRIMPE MIDDLE SCHOOL
Athletic - Activity Handbook
Revised: May, 2016

INTRODUCTION AND STATEMENT OF PHILOSOPHY

The Board of Education, the community, and the administration and staff of Trimpe Middle School believe athletics and extracurricular activities are an important supplement to our school's program, providing experiences that will enhance opportunities for personal growth. Further, good citizenship and personal responsibility are among the most worthy of objectives to which we hope our students will aspire. The Board, Administration, and staff also believe that it is a privilege to participate in athletics and extracurricular activities. Therefore, students who choose to represent Trimpe Middle School as members of athletic teams, in extracurricular organizations, or in an official capacity individually shall be held to the highest standards of conduct.

The Athletic/Extracurricular Code of Conduct is an opportunity for our students to commit to these high standards.

The Code shall apply to student athletes and/or students who participate in extracurricular activities when competing interscholastically, participating in public performances, or representing Trimpe as members of a team, extracurricular organization, or individually in an official capacity. Exceptions shall be allowed in the case of Band and Chorus students, or in other areas determined to be "co-curricular," when such participation is used in determining a student's grade.

The Athletic/Extracurricular Code of Conduct is in effect throughout the calendar year. Penalties shall be cumulative beginning with and throughout a student's participation in athletics and/or extracurricular activities while a student at Trimpe. Penalties for infractions shall be applied during the season in which the student first participates as an athlete, or to the period of activity of a given organization. Because the length of athletic seasons will vary, as do normal periods of activity among different extracurricular activities, interpretations of the code with regard to penalties and time when not clearly specified within the code shall be left to the discretion of the Administration, activity sponsor, athletic director, or coach, as appropriate.

This code of conduct is consistent with existing school discipline policies, but does not take precedence over school policy and pertains not only to members of athletic teams, but to others as defined and identified above.

ATHLETIC FEE

Students are required to pay an athletic fee to participate in an organization or sport before the first scheduled game or event. The athletic fee is \$25 per sport. The athletic fee does not guarantee playing time.

COVERAGE

- A. This Athletic/Activity Handbook covers:
1. Grades 6, 7, & 8
 2. In or out of any sport/activity seasons and offenses involving tobacco, alcohol, and illegal drugs anytime during the calendar year.
 3. All Trimpe school clubs, organizations, athletic teams, and activities
 4. When students from Trimpe Middle School participate in summer activities such as sport camps or cheerleading camp as representatives of Trimpe Middle School, handbook rules and athletic policy will apply.
 5. This policy covers, but is not limited to, the following activities and any other activities that may be added during the year: (1) 6th-8th grade boys and girls basketball, (2) 7th & 8th grade volleyball, (3) 6th-8th Wrestling, (4) 7th-8th Track and Field, (5) 6th-8th Cheerleading, (6) 6th-8th Jazzers dance team
- B. If a violation occurs in the sixth or seventh grade year and results in a suspension that carries over into the next grade, that suspension will be completed by the end of the eighth grade. It will not count as a violation of the C.M. High School Athletic/Activity Code.

ATHLETIC/ACTIVITY OBJECTIVES

- A. To balance athletics and other extracurricular activities with all other academic responsibilities and consideration.
- B. To encourage, build, and promote both the individual's moral character and physical development.
- C. To develop in each participant a feeling of pride, a sense of accomplishment, and a desire to excel within the ethics of the sport/activity.
- D. To develop excellent athletic teams and extracurricular programs of which the participants, school and community can be proud.
- E. To promote a high regard for hard work and good sportsmanship.
- F. To promote alcohol and drug-free activities for all students/athletes.

ELIGIBILITY

A student shall be doing passing work as determined by the local school district in all school subjects, and the school shall certify compliance with this By-Law. Use of a player, contestant, or participant shall be deemed such certification.

Example:

Q: I have a student who is receiving 4 A's and one F. Is that student eligible to participate?

A: No, students must be passing each subject each week to be eligible.

Students who are deemed ineligible beyond two consecutive weeks are subject to dismissal from the team based on the discretion of the coaches and administration.

ATHLETIC AWARDS

- A. All participants will receive participation certificates if they complete the season. They will also receive a pin for each sport they complete.
- B. Numerals
 - 1. An athlete will earn his/her numbers if he/she becomes a member of the seventh grade team during the season and finishes the season in good standing.
 - 2. One set of numerals can be earned while at Trimpe.

PRACTICE REQUIREMENTS

- A. Students involved in athletic/extracurricular activities must be in attendance at school for a half day of classes in order to practice or participate in activities that day. Any exceptions must be cleared with the coach and principal.
- B. If a player misses practice the day before a game, his or her playing time will be determined by the coach based upon the reason for missing practice.
- C. Any player who accumulates two unexcused absences may be removed from the team and will be ineligible for any athletic awards for that sport.
- D. A physical and signed insurance waiver or proof of school insurance must be on file in the office before a student may participate in any athletic tryout, practice or contest.
- E. The pledge sheet and concussion form at the end of this document must be signed and submitted to the coach prior to the first contest.

ATHLETE'S BEHAVIOR DURING PRACTICES AND GAMES

- A. It is the athlete's responsibility to learn and demonstrate proper athletic behavior. Such behavior can be described as actions by players which promote cooperation and learning during practice, which encourage a profitable work ethic, and which results in an excellent competition coupled with good sportsmanship on the playing field.
- B. The coaching staff, for the benefit of the team and community, prefers not to tolerate the actions of players who show a lack of concern for the above behaviors and attitudes. Therefore, if improper behavior is observed in practice or athletic contests, corrective disciplinary action will be taken. Potential consequences will be explained fully to the athletes before the season starts.

SUSPENSION-EXCUSED/UNEXCUSED POLICY

A. IN-SCHOOL SUSPENSION

- 1. The student/athlete will be able to make up all homework and tests missed during the in-school suspension.
- 2. The student/athlete will be allowed to practice during the entire week of ISS, including the day(s) of the in-school suspension.

B. OUT OF SCHOOL SUSPENSION

- 1. The student/athlete will be able to make up any homework or tests for the classes missed during the days suspended from school.
- 2. The student/athlete will be suspended from all games, practices and activities for the days of the out of school suspension.

C. ABSENCE POLICY

1. Students must be in attendance by 11:45 a.m. in order to participate in practice or games during the week. (Exceptions may be made by the coach and principal.)
2. If a student/athlete misses the practice the day before a game, the coach will determine the playing time in a game or contest based on the reason the student/athlete missed practice.
3. A student who is absent on Friday may participate in a game or contest on Saturday. The coach or advisor should take into account the reason for the absence from school on Friday when determining playing time during a Saturday game or contest.
4. Some excused and prearranged absences and field trips taken during the school day may be treated as though the student/athlete was in school that day so he/she will be allowed to practice and play in games or contests.
5. The student/athlete may be removed from the team or activity and forfeit all awards when TWO UNEXCUSED ABSENCES are accumulated.
6. The two unexcused absences will accumulate during each sport/activity season, not during a semester or school year.

ILLEGAL USE OF ALCOHOL/DRUGS/TOBACCO - Refer to athletic rules and regulations.

VANDALISM - Refer to athletic rules and regulations.

QUITTING THE TEAM

- A. Any player who quits the team/organization by giving notice verbally or in writing to the coach/advisor before the season is completed will not be allowed back on the team/organization for any reason. Emotional decisions made by a player or student on the spur of the moment may be taken into consideration by the coach/activity director involved.
- B. An athlete who quits may not participate in any preseason workouts with other teams during this time. He/she may not be permitted in the weight room until the previous season has been completed.

CARE AND RETURN OF SCHOOL UNIFORMS AND EQUIPMENT

- A. All uniforms and equipment issued to the athlete must be returned immediately after the last game of the season.
- B. Lost or stolen items are the responsibility of the player, and he/she must pay the present day replacement cost of any items issued but not returned.
- C. Any returned items which have been damaged, not as a result of normal wear and tear, must be replaced or repaired. The replacement or repair bill becomes the responsibility of the athlete. The question of what constitutes "normal wear and tear" shall be determined by the coach/sponsor.
- D. No awards will be given to the athlete until all equipment and uniforms issued to him/her have been returned and accounted for.
- E. No athlete will be allowed to begin the next athletic season, or any high school activity, until all equipment and uniforms have been returned and accounted for or paid for at present day cost if lost or damaged. This includes the use of the weight room.

TRANSPORTATION POLICY

- A. In order to promote TEAM SPIRIT, all athletes are required to ride the bus to and from all away games. Coaches have the authority to let a child ride home with his or her parent (parent only) if a special circumstance arises. It is mandatory that every student ride school provided transportation to all away games.

BUILDING SECURITY GUIDELINES FOR ATHLETES

- A. Athletes are to report to their respective locker rooms and practice area after school is over as soon as possible.
- B. After practice is over, athletes should go into their locker room to change and secure their padlocks.
- C. When the above is completed they will leave the building as soon as possible.

DRESS CODE

- A. Proper dress by the athletes at home and away is very important to the image of Trimpe Middle School.
- B. Each head coach should have a dress code that stresses proper dress to and from a game. Appropriate school clothing is an acceptable guideline for proper dress. Coaches and sponsors may, from time to time, require more formal clothing. All due consideration will be given special financial constraints that may make such requirements burdensome.
- C. Students representing Trimpe will not be permitted to participate in interscholastic events with exposed tattoos.

COMMUNICATION GUIDELINES

- A. If students have any concerns or questions about the sports program or an activity, they should contact the coaching staff first.
- B. If the parents or guardians of the players/students have any questions or concerns about their son/daughter or the program, they should contact the coaching staff to arrange a meeting at a time that can be mutually agreed upon. Immediately after a contest or event is completed is not usually an appropriate time for such meetings.
- C. Students and/or parents who feel their concern(s) have not been addressed adequately by a coach/sponsor may contact the athletic director (for athletic matters) or the principal (in the case of other extracurricular activities). The principal should be contacted in all matters before seeking resolution with the superintendent, and after the superintendent, the Board of Education.

TEAM MEMBERSHIP LIMITATIONS

Coaches and advisors may conduct “tryouts.” Coaches/advisors may limit team/group members based on the following criteria:

1. overall talent and ability,
2. character and personality of the individual,
3. work habits and loyalty to the programs,
4. positions needed on the team or activity,
5. availability of personnel in sufficient numbers to ensure adequate supervision and safety of participants.

DRUGS/ALCOHOL/TOBACCO POLICY-STEP PROGRAM

A. POSSESSION

1. Any student who is:
USING, BUYING, SELLING, DELIVERING OR IN PERSONAL POSSESSION OF:
 1. illegal drugs which includes any type of mood altering drugs
 2. legal drugs taken inappropriately
 3. tobacco
 4. alcohol

and/or is present where they know such illegal activity is being conducted, may be considered in possession according to Trimpe Middle School Athletic/Activity Code of Conduct. The initial investigation of a violation of the alcohol/drug policy will determine all the known facts of the violation. The question of possession will be determined for each student involved in the violation.

Any squad member in attendance at a gathering where alcohol/illegal drugs has been determined to be present, but he/she has not consumed, may be suspended as follows:

First Offense:	1 game
Second Offense:	3 games
Third Offense	6 games

B. SUSPENSION - Refer to the Athletic/Extracurricular Rules and Regulations.

ATHLETIC/EXTRACURRICULAR RULES AND REGULATIONS

A. Any squad member or student planning to participate in athletics or extracurricular activities who is determined guilty of smoking (or any other use of tobacco), of drinking alcoholic beverages, or of illegal possession or illegal use of any drug will be suspended from participating in sports according to the following guidelines:

1. First Offense:

23% of the season provided the athlete goes through the Student Assistance Program (SAP), an assessment, and recommended treatment. If an athlete is not participating in an athletic season at the time of the offense, he/she shall serve the suspension during his/her next season of participation provided he/she goes through the SAP program, an assessment, and treatment if treatment is recommended. (Athlete must bring verification in writing of assessment and treatment if recommended by the school.) Those who choose not to complete the required assessment will be suspended from athletics and extracurricular activities until parents and students agree to assessment and recommended treatment.

Cheerleaders and dance team members will be suspended for a commensurate number of events, depending on the number of events for a given season.

2. Second Offense:

Athlete will be suspended from all sports for one calendar year and until assessment and compliance as described above are completed.

3. Third Offense:

Athlete is suspended from all sports for the remainder of his/her middle school career.

These regulations will be enforced throughout the calendar year.

- B. Any team member or student guilty of any act of vandalism or conduct unbecoming a team member may not be allowed to participate in a contest or event for a period of up to two weeks. (If the team does not participate in a contest during the two week period, he/she shall miss the first contest following that period.) Any second violation may result in automatic suspension from the sport/activity in which the student is currently participating and all sports/activities for the remainder of the year.
- C. Coaches and sponsors may impose curfews as appropriate.
- D. All athletes must follow Illinois High School Association rules such as the following:
 - 1. Each squad member must be in attendance by 11:45 a.m. and follow his or her regular schedule to be able to participate in a contest that evening. (Any deviation from this regulation must be with the approval of the coach and the school principal).
 - 2. Athletes will not be permitted to wear jewelry while playing in athletic activities.
- E. Swearing or abusive misconduct by a participant in sports or extracurricular activities may result in immediate “benching” of the offender for a length of time to be determined by the coach or sponsor responsible for the contest/event in progress.
- F. Any gross misconduct or gross disobedience, either in or out of school, could result in suspension from all sports.
- G. If a student participating in the current sport has an unexcused absence from practice or a game, he/she may not be allowed to participate in the next game. Subsequent offenses would result in suspension from the sport in which he/she is participating.
- H. Athletes must arrive on time for all home games and must be on time to catch the school provided team transportation to away games. Athletes must use the school provided transportation to and from away games. Upon special request a student MAY be allowed to ride home with his/her parents. Parents must notify the coach before leaving the game. An athlete who violates this rule will be suspended from the next game for a first offense. A second offense may result in automatic suspension from the sport/activity.
- I. Tattoos or any objectionable markings must be covered on the skin of all athletes.
- J. Any coach/sponsor, upon the approval of the athletic director and principal, will have the authority to enforce other regulations deemed necessary for the good of the sport/activity. All students involved in a sport or activity will be advised of such additional regulations before they go into effect.

Concussion Information Sheet

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:

- Headaches
- “Pressure in head”
- Nausea or vomiting
- Neck pain
- Balance problems or dizziness
- Blurred, double, or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish or slowed down
- Feeling foggy or groggy
- Drowsiness
- Change in sleep patterns
- Amnesia
- “Don’t feel right”
- Fatigue or low energy
- Irritability
- More emotional
- Confusion
- Concentration or memory problems (forgetting game plays)
- Repeating the same question/comment

Signs observed by teammates, parents and coaches include:

- Appears dazed
- Vacant facial expression
- Confused about assignment
- Forgets plays
- Is unsure of game, score, or opponent
- Moves clumsily or displays incoordination
- Answers questions slowly
- Slurred speech
- Shows behavior or personality changes
- Can’t recall events prior to hit
- Can’t recall events after hit
- Seizures or convulsions
- Any change in typical behavior or personality
- Loses consciousness

Adapted from the CDC and the 3rd International Conference on Concussion in Sport Document created 7/1/2012
Reviewed 4/24/2013

Concussion Information Sheet

What can happen if my child keeps on playing with a concussion or returns too soon?

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is the key to student-athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The Return-to-Play Policy of the IESA and IHSA requires athletes to provide their school with written clearance from either a physician licensed to practice medicine in all its branches or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches prior to returning to play or practice following a concussion or after being removed from an interscholastic contest due to a possible head injury or concussion and not cleared to return to that same contest. In accordance with state law, all schools are required to follow this policy.

You should also inform your child's coach if you think that your child may have a concussion. Remember, it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

For current and up-to-date information on concussions you can go to:

<http://www.cdc.gov/ConcussionInYouthSports/>

Student/Parent Consent and Acknowledgements

By signing this form, we acknowledge we have been provided information regarding concussions.

Student

Student Name (Print): _____ Grade: _____

Student Signature: _____ Date: _____

Parent or Legal Guardian

Name (Print): _____

Signature: _____ Date: _____

Relationship to Student: _____

Each year IESA member schools are required to keep a signed Acknowledgement and Consent form and a current Pre-participation Physical Examination on file for all student athletes.

Adapted from the CDC and the 3rd International Conference on Concussion in Sport Document
created 7/1/2012 Reviewed 4/24/2013

**TRIMPE MIDDLE SCHOOL
ATHLETIC/ACTIVITY HANDBOOK
PLEDGE SHEET**

Date _____

I have received the Trimpe Athletic/Activity Handbook and agree to adhere to all rules and regulations enclosed.

I understand that failure to abide by these rules/regulations and any other reasonable rules established by the coach/advisor may result in my removal from the team/squad/organization.

As an athlete, I also take responsibility for the risk involved in playing interscholastic sports, and understand that there is a possibility of injury. Trimpe Middle School will continue to make every sport as safe as possible.

Student/Athlete Name _____
(Print)

Signed _____

I understand the rules and regulations of the Trimpe Middle School Athletic/Activity Handbook and support my son/daughter and the coaching staff in enforcing these rules and regulations. I, as a parent or guardian, also understand that there is a risk involved in playing interscholastic sports and realize that there is a possibility of injury to my son or daughter.

(Print) Parent/Guardian

(Signed) Parent/Guardian