

**PLAINS JUNIOR HIGH AND HIGH SCHOOL  
STUDENT ACTIVITIES/ATHLETIC HANDBOOK  
2023-2024**



**PLAINS SCHOOL DISTRICT STUDENT ACTIVITIES-ATHLETIC HANDBOOK 2021-2022**

Topic	Pg.
EQUAL EDUCATION POLICY	3
DIRECTORY INFORMATION	3
REQUIREMENTS FOR PARTICIPANTS	3
ACTIVITY TICKETS	3
PURPOSE OF HANDBOOK	4
ACADEMIC ELIGIBILITY FOR PARTICIPATION	4
ACTIVITY PHILOSOPHY:	6
STUDENT RESPONSIBILITIES	6
ACCIDENT REPORT FORM AND PROCEDURE	7
AGE RULE - MHSА	7
ASSUMPTION OF RISK STATEMENT	7
ATTENDANCE PRIOR TO AN ACTIVITY	7
BULLYING, HARASSMENT, INTIMIDATION, HAZING POLICY	8
SEX BASED DISCRIMINATION AND TITLE IX	10
CELL PHONE USE BY STUDENTS	12
DRUG/ALCOHOL POLICY	12
COLLEGE RECRUITING	16
CODE OF ETHICS	16
CONCUSSION EDUCATION AND COMPLIANCE	16
CUT POLICY	20
DRESS FOR ACTIVITIES	20
DRUG TESTING FOR ATHLETES	20
PARTICIPATION CONFLICTS WHEN A STUDENT IS INVOLVED IN MORE THAN ACTIVITY DURING THE SAME SEASON	25
INSURANCE AND INJURY	25
LETTERING CRITERIA	25
MEAL PROCEDURE	25
MEDICATION POLICY (ISSUING MEDS TO ATHLETES)	26
PARENT MEETING	26
PHYSICAL EXAMS	26
SCHOOL SPONSORED TRIPS	26
FIELD TRIPS/ATHLETIC EVENTS	27
SPORTSMANSHIP	27
STUDENT SIGN OUT	27
SUSPENSION AND DISMISSAL	27
TRAVEL RULES, REGULATIONS, AND PROCEDURES	27
VOLUNTARY/INVOLUNTARY WITHDRAWAL FORM A SPORTS TEAM	28
ELIGIBILITY CHECKLIST - NON PUBLIC SCHOOL & HOMESCHOOL PARTICIPATION	29
REQUIRED FORMS	
Student-Athlete & Parent/Legal Guardian Concussion Statement Form	35
Plains Schools Extracurricular Drug Testing Consent Form	36
Plains Schools Permission to participate Form	37
Plains School Student Activity/Athletics Handbook Sign-Off Form	38
Training Rules Form	39

## **PLAINS SCHOOL DISTRICT ACTIVITIES-ATHLETIC HANDBOOK 2022-2023**

Plains Public Schools (School District #1) will make equal educational opportunities available for all students without regard to race, color, national origin, ancestry, sex, ethnicity, language barrier, religious belief, physical or mental handicap or disability, economic or social condition, or actual or potential marital or parental status.

### **EQUAL EDUCATION POLICY**

As provided in the Constitution of the State of Montana, the Plains School District is committed to equality of educational opportunity.

All students will have the opportunity to participate in and receive benefits of all programs and activities including, but not limited to, course offerings, graduation requirements, athletics, counseling, employment assistance, and extracurricular activities. Discrimination in education because of sex, race, creed, color, religion, national origin, age, physical or mental disability, political belief, marital or parental status; is prohibited unless based upon reasonable grounds as provided by law.

### **DIRECTORY INFORMATION**

While it is permissible by law to consider directory information as available to the public upon request, the district's policy is to divulge such information only when it serves a compelling interest of students in the judgment of the Board of Trustees.

The directory card contains the following information:

- Name and address of student
- Date of entrance and grade placement at entrance
- Name of parent or guardian
- Address of parent or guardian

Date of high school graduation, transfer, or drop

### **REQUIREMENTS FOR PARTICIPANTS**

All students participating in extracurricular activities must have the following turned into the school office prior to the first practice:

- A required physical documented on the official Montana High School Association (MHSA) Physical Form (at least for all MHSA sanctioned activities).
- A Permission to Participate with “Assumption of Risk” statement signed by the parent.
- An updated Medical information form.
- A Concussion Education and Compliance form signed by the student athlete and parent.
- A Plains Schools’ Extracurricular Drug Testing Consent Form signed by parent & student.  
**(High School Only)**

### **ACTIVITY TICKETS**

**All students participating in extracurricular activities are required to purchase an activity ticket. Failure to purchase an activity ticket will result in loss of extracurricular activity participation.**

## **PURPOSE OF HANDBOOK**

The purpose of this guide is to establish rules, procedures, policies, and philosophy as it pertains to the Plains School District Athletic and Activities Programs. The fundamental purpose of the athletic/activities program is to facilitate development of:

- Sportsmanship,
- A sense of responsibility to themselves and others,
- A devotion to an athletic and/or activities assignment,
- Pride of accomplishment of a job done to the best of one's ability,
- Sense of belonging to a group,
- Social values derived from contact with students and adults from other communities and
- Healthy behaviors of participants.

## **GENERAL INFORMATION RELATING TO POLICIES**

### **ACADEMIC ELIGIBILITY FOR PARTICIPATION**

Plains School District will follow the eligibility rules as set forth by the Montana High School Association which reads as follows:

**MHSA Requirement:** To be eligible to participate in an Association Contest, a student shall meet all of the following criteria:

2.1 A student must be enrolled in twenty hours per week and in regular attendance in ten hours per week at the school where the student participates. Regular attendance is defined as actual physical presence in the building (bricks and mortar).

Exception – Non-public or home school students who meet the requirements of 20-5-109 can participate in MHSA member school extra-curricular activities with the following stipulations:1) The same standards for participation must be met as those required of full-time students enrolled in the school (besides enrollment). 2) The same rules of the MHSA apply including age, semesters, and academics (see #3). 3) The academic eligibility for extracurricular participation for a student attending a nonpublic school must be attested by the head administrator of the nonpublic school. The academic eligibility for extracurricular participation for students attending a home school must be attested in writing by the educator providing the student instruction with verification by the MHSA school principal. Academic eligibility includes provisions 2.2, 2.3 and 2.4. 4) The student may only participate in the school in the student's attendance area and cannot transfer.

Exception: students who are enrolled and participating in a transformational learning program in their school that meets a district's proficiency-based learning requirements pursuant to the adopted policies of the local school board is exempt from the ten hours per week bricks and mortar requirement.

**E3Q4F6Y.0MHSA Nonpublic school requirements for compulsory enrollment exemption.** To qualify its students for exemption from compulsory enrollment under 20-5-102, a nonpublic or home school:

(1) shall maintain records on pupil attendance and disease immunization and make the records available to the county superintendent of schools on request;

- (2) shall provide at least the minimum aggregate hours of pupil instruction in accordance with 20-1-301 and 20-1-302;
- (3) must be housed in a building that complies with applicable local health and safety regulations;
- (4) shall provide an organized course of study that includes instruction in the subjects required of public schools as a basic instructional program pursuant to 20-7-111; and
- (5) in the case of home schools, shall notify the county superintendent of schools of the county in which the home school is located in each school fiscal year of the student's attendance at the school.

**MHSA Transfer Rule:**

10.1 Any student who transfers from one member high school, home school, or non-member school to a member high school is ineligible to participate in a varsity Association Contest for half the number of P.I. days in the current school year of the school to which he/she transfers from the date of enrollment (first day he/she attends classes) in the school to which he/she transfers. A student and his/her parents or legal guardians must reside in the attendance area of the school in which he/she is enrolled except for a student enrolling in ninth grade for the first time (see Section (12) Record of Transfer.) This rule applies to a student who transfers after twenty (20) days of enrollment or after he/she participates in an athletic contest while enrolled in grades 9, 10, 11, and 12. . .

**MHSA Students below ninth grade:**

**Section (5) STUDENTS BELOW NINTH GRADE**

5.1 A student who is enrolled in the 8th grade shall be eligible to participate in an Association contest, but must meet the following requirements and parameters:

- a. The eighth-grade student is participating in a contest other than football.
- b. There is no restriction in place for participation of this 8th grade student at his/her middle school and/or high school of which he/she will be participating.
- c. Any eighth-grade student allowed to participate will have eight semesters of high school eligibility remaining.
- d. All eighth-grade students participating must meet the academic requirements.
- e. All eighth-grade students participating must meet the transfer requirements. The official MHSA transfer form must be used.
- f. All eighth-grade students participating in a high school contest must adhere to all other MHSA rules and guidelines. Committed to a contest at the high school level, the eighth-grade student may not also participate in that same sport at a level under high school concurrently..

**PLAINS HIGH SCHOOL FURTHER STIPULATES:**

**Plains High School Requirements for Enrolled Students:** Students who wish to participate in extracurricular and/or co-curricular opportunities made available by the School District must be willing to accept the responsibilities, as well as the benefits that are associated with extracurricular and/or co-curricular activities.

Extracurricular and/or co-curricular activities provided by the district are open to full-time enrolled students and non enrolled students as stated in this handbook. "Students" as stated in this handbook includes non enrolled students participating in activities. Full-time enrollment for extracurricular and/or co-curricular activities is defined as the following:

- Students must be enrolled for a minimum of six (6) classes per semester.
- Two of these classes must be from the district's current core curriculum (history, math, science or English)

- Only two (2) of the classes may be on-line classes.
- MDA classes may not supplant current district class offerings

The Principal may modify a student's extracurricular and/or co-curricular enrollment status on a case by case basis if deemed necessary by the Principal.

Eligibility requirements apply to all students participating in extracurricular activities. To be eligible, a student must maintain at least a 2.0 grade point average for the quarter immediately preceding the activity. In addition, if a student receives an F, he/she will be placed on probation until the next quarter. At that time, the F from the previous quarter must have been raised to a passing grade. If the student has two or more F's during any grading period, he/she will be ineligible. Also, if a student has an F for a semester grade in a required class, he/she will be ineligible for the next quarter.

**PLAINS JUNIOR HIGH SCHOOL REQUIREMENTS:** Students who are participating in junior high school sponsored activities will need to have a 2.0 GPA with no more than one "F" to be considered eligible. Eligibility is determined at the end of each quarter for participation in the next quarter's activities. Fourth quarter eligibility determines the first quarter of the next year. Students who are ineligible at the end of the quarter will be permitted to participate in practice only and will have their grades checked at the three- and six-week intervals of the next quarter. If they are academically eligible at that point, they will be allowed to participate. For example; If a student is eligible at the end of the first quarter then he/she will remain eligible for the entire quarter. If a student is ineligible at the end of the first quarter then he/she will be checked at three weeks and six weeks into the second quarter and participation will be based on the grades at that time.

#### **ACTIVITY PHILOSOPHY:**

The School District No. 1 activity programs contribute to sound educational objectives when properly organized and conducted, and that they are an integral part of our school's educational program. The better our activity programs are organized and conducted, the greater their contribution will be to the educational goals of the district and to the personal needs of our students.

More important than winning are the changes that take place in the student. These lasting benefits from participation are: a desire to achieve excellence, being able to accept winning and defeat, a willingness to make personal sacrifices for the benefit of others, living a more healthful and purposeful life, living by a high code of conduct, and willingness to work hard for future goals.

We believe that winning is an objective in athletics, as it is in our society, and that a team or performer should always strive to win within the framework and spirit of the rules of the game and the principles of good sportsmanship.

#### **STUDENT RESPONSIBILITIES**

Students have many responsibilities both on and off the field, in and out of the classroom. Coaches should expect the best conduct from our students.

Students should realize that they are responsible for:

- Receiving assignments from instructors in advance and having the assignments completed upon return.
- Meeting all eligibility requirements set forth by the Montana High School Association and School District No. 1.
- The care and proper treatment of all equipment issued to them.
- Payment for their own physicals and medical insurance. If any problems arise, athletes should notify their coach immediately.
- Purchasing their own meals on trips. (PHS Booster Club will provide a set amount of money for each student per day of the event during the postseason).
- Notifying their coach in advance if they cannot attend practice season.

- Knowing all training rules and the District Drug/Alcohol Policy.
- Reporting any injuries to their coach.
- Maintaining a clean, safe locker room. This means picking up tape and other waste, turning off showers, no horseplay.
- Student conduct, dress, and appearance must be such that it is appropriate, meets reasonable safety, health, and decency standards, and that it is not lewd, vulgar, or offensive, and it will not substantially disrupt the instructional procedure of the school nor tend to diminish the disciplinary control of the teacher. The dress code prohibits wearing inappropriate apparel or accessories. Inappropriate apparel or accessories includes: clothes that do not sufficiently cover the front, sides, top and back of the torso, and clothes that do not sufficiently cover the lower portion of the body beyond the students fingertips as they hang naturally at the students side; clothes with obscene messages, references to drugs or alcohol, or that show disrespect for human life; and hats or bandanas during school hours; and chains, necklaces, bracelets or other metal objects which can be used as weapons. Shoes must be worn at all times. Students who are not meeting this dress code will be asked to change into clothing that meets the dress code. Refusal to comply may result in disciplinary action. Multiple dress code violations by the same student may result in disciplinary action.
- Maintaining the highest standards of conduct and sportsmanship. Athletes should remember that they often serve as role models for younger boys and girls. Things they do and say are often heard and seen by those younger people. This can be either a very positive or very negative. Let's strive for only the positive.
- Obeying all local, state and federal laws.

## **ACCIDENT REPORT FORM AND PROCEDURE**

**Injuries:** All injuries are to be reported immediately to the coach/advisor/activity director regardless of the nature of the injury. The coach/advisor/director will fill out an accident report form and file it in the principal's office within one (1) school day of the accident.

## **AGE RULE - MHSA**

No student is eligible to participate in an Association contest who has become nineteen (19) years old on or before midnight, August 31, of a given year. Therefore, a student who becomes nineteen (19) years old after midnight, August 31, of a given year, will be permitted to compete in all Association contests throughout that school year, under the provisions of this section.

## **ASSUMPTION OF RISK STATEMENT**

**Liability:** Each parent or guardian will be responsible to sign a Permission to Participate which includes an "assumption of risk" statement indicating that the parents/guardians assume all risks for injuries resulting from such participation.

## **ATTENDANCES OF PRACTICES and EVENTS:**

Students who participate in extracurricular events must attend school for at least 4 consecutive periods of the school day immediately preceding the event (including practice, games, and departures for events).

**EXCUSED ABSENCE (EA)** – Illness related absences, doctor appointments, extreme weather conditions, family bereavement. For excused absences, the student should make pre-arrangements when possible. When this is not possible, then the student or parent should contact the school as soon as it is determined that the student is not able to come to school. The school reserves the right to request proof of doctor visits. There is no penalty for this type of absence. **(Must be confirmed by Athletic Director)**

AVOIDABLE ABSENCE (AB) – Absence with the knowledge of parent/guardian, but for reasons other than those listed above, such as: shopping, hunting, sleeping in, family vacations, tournament attendance as a spectator, etc.

UNEXCUSED ABSENCE (UA) – These absences occur when: (1) Students leave the building without first checking out through the office as required. While parents may be aware of the circumstances, the absences will remain unexcused for attendance purposes; (2) Truancy – Absences without knowledge of the parent/guardian.

Unexcused or Avoidable absence – 1st Offense Suspension from next extracurricular activity (And additional consequences may be added from coaches)

Unexcused or Avoidable absence – 2nd Offense Suspension from next extracurricular activity Conference with Parents/AD/Coach (And additional consequences may be added from coaches)

Unexcused or Avoidable absence – 3rd Offense Dismissal from team (Athlete forfeits all awards)

## **BULLYING, HARASSMENT, INTIMIDATION, HAZING POLICY**

Part 1: The Board of Trustees forbids discrimination, harassment, or intimidation against any student on the basis of sex. Further, the Board will not tolerate actions which are of non-sexual nature, but which create a hostile atmosphere for students. Provisions of this policy apply, as appropriate, to sexual or non-sexual situations, to interactions between district employees, from employees to students, and from students to employees. (See also Policy 5024, Sexual Harassment)

### Definitions

#### A. Conduct of sexual nature:

This may include, but is not limited to, verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting or brushing against; comments of sexual nature regarding physical or personality characteristics; sexually oriented “kidding” or teasing; double entendres and sexually-oriented jokes; sexually-explicit posters or slogans; and any conduct to which a student would not be subjected but for such person’s gender.

#### B. Unwelcome conduct:

C. In general, any use of one’s position of authority to apply direct or indirect coercion of a sexual nature is considered unwelcome conduct. Specifically, any conduct of a sexual nature directed toward students by district employees is unwelcome. Similar directives apply between students when pertinent.

Verbal or physical conduct of a sexual nature may constitute sexual harassment when the allegedly harassed person has indicated that it is unwelcome. However, a person who has initially welcomed such conduct by active participation must, in order for any such subsequent conduct to be deemed unwelcome, give specific notice to the alleged harasser that such conduct is no longer welcome.

#### D. Harassment:

Harassment may also be defined as sexual intimidation, sexual coercion, or other similar semantic variations. It is sexual harassment if:

1. Submission to the conduct is made either an explicit or implicit condition of award of grades or other measure of student achievement or;
2. Submission to or rejection of the conduct is used as a bases for any decision affecting a student; or;
3. The conduct substantially interferes with a student’s performance, or creates an intimidating, hostile or offensive school environment; or
4. Any employee subjects a student to any conduct of a sexual nature, including but not limited to: unsolicited discussion of student sexual activities; pressure for dates or sex;



love poems or letter; demeaning gender-based comments; words or action of a sexual nature which makes a student uncomfortable enough to change his/her course of activity or travel. Furthermore, it is harassment when a student is subjected to actions which constitute threats or a threatening atmosphere.

Prohibitions:

All unwelcome sexual advances or other activity by the above definitions are prohibited by this policy. Any student who knowingly and/or repeatedly engages in such activities shall be subject to sanctions as described below.

Reporting, Investigation, and Sanctions

1. Students who feel they have been subjected to harassment under the definitions of this policy are urged to report the situation to a teacher, counselor, Title IX coordinator, or the principal. Students who are uncomfortable discussing the situation are urged to take along a friend or other trusted person when reporting.
2. The principal is the primary investigator of harassment claims. He/she may delegate some or all of the task to a teacher, counselor or Title IX coordinator as appropriate. (If personnel doing the investigating may appear to have a conflict of interest, responsibility for the investigation should be shifted to other personnel.)
3. Confidentiality will be maintained.
4. Reprisals or retaliation will not be tolerated as a result of good-faith reporting of violations of this policy and will themselves be considered offenses subject to sanctions as listed below.
5. In determining whether alleged conduct constitutes harassment, the nature of the conduct, the context in which the conduct occurred, and the number of incidents will be considered.
6. Students found to have engaged in harassment will be subject to sanctions including, but not limited to: reprimands, mandatory counseling or education, making compensation, suspension, expulsion, depending upon the nature and number of offenses.
7. Conduct which may be construed as sexual assault will be reported to appropriate law-enforcement agencies.

Part II: Hazing

Hazing is defined as harassment by: demanding disagreeable, demeaning, frightening, or embarrassing work or other activities; verbal attacks intended to ridicule, degrade, threaten, or force the breaking of moral or religious codes; physical attacks, whether within or outside of school activities.

Students are prohibited from organizing, engaging in, or being willing participants in, any form of hazing as part of initiation to clubs, teams, or other school organizations, or any other aspect of student life.

Hazing will be treated as a serious disciplinary problem which may lead to suspension or expulsion. Dangerous or threatening hazing incidents will also be reported to law enforcement officials.

Students who are aware of hazing activities should report them to school staff members. Students forced to participate in hazing should file a written complaint as with any other form of harassment.

It is the intent of this policy that there is no hazing within the district. Consequently, the policy should become part of student handbooks, student's orientations, and employee orientations. Further, incidents of hazing should be thoroughly investigated and documented by the principal as should the district's efforts to educate students and staff on the subject.

Revised/adopted June 18, 2001

### Part III: Bullying, Intimidation, or Menacing

“Bullying, Intimidations, or Menacing” means any act that substantially interferes with a student’s educational benefits, opportunities, or performance, that takes place on or immediately adjacent to school grounds, at any school sponsored activity, on school provided transportation, or at any official school bus stop, and that has the effect of:

- a. physically harming a student or damaging a student’s property;
- b. knowingly placing a student in a reasonable fear of physical harm to the student or damage to the student’s property;
- c. creating a hostile educational environment
- d. a threat or act intended to tamper with, substantially damage, or interfere with another’s property, cause substantial inconvenience, subject another to offensive physical contact, or inflict serious physical injury, on the basis of age, race, religion, color, creed, national origin, sex, ancestry, disability or marital status
- e. any act intended to place a school employee, student, or third party in fear of imminent serious physical injury.

### **SEX BASED DISCRIMINATION AND TITLE IX**

No student will be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, or advantage, or denied equal access to educational and extracurricular programs and activities.

Inquiries regarding discrimination on the basis of sex should be directed to the District Title IX Coordinator, Kevin Meredith, located in the Plains School District Administration Office.

The Board of Trustees forbids discrimination against any student, any employee, or any applicant for employment on the basis of sex. Further, the Board will not tolerate sexual harassment activity of or by students or district employees. This policy also applies to non-employee volunteers or any other persons who work subject to the control of school authorities. And, the Board will not tolerate actions which are of a non-sexual nature but which create an intimidating, hostile, or threatening atmosphere for students or employees. Provisions of this policy apply as appropriate to sexual or non-sexual situations.

#### Definitions

A. Conduct of a sexual nature:

This may include, but is not limited to, verbal or physical sexual advances, including subtle pressure for sexual activity; touching, pinching, patting, or brushing against; comments of a sexual nature regarding physical or personality characteristics; sexually oriented "kidding" or teasing; double entendres and sexually oriented jokes; and any conduct to which an employee or student would not be subjected but for such person's sex.

B. Unwelcome conduct of a sexual nature:

The Board of Trustees presumes that in general, any use of one's position of authority to apply direct or indirect coercion of a sexual nature is unwelcome. Specifically, any conduct of a sexual nature directed toward students by teachers or other school employees is unwelcome.

Verbal or physical conduct of a sexual nature may constitute sexual harassment when the allegedly harassed person has indicated that it is unwelcome. However, a person who has initially welcomed such conduct by active participation must, in order for any such subsequent conduct to be deemed unwelcome, give specific notice to the alleged harasser that such conduct is no longer welcome.

C. Harassment:

The Board of Trustees presumes that harassment may also be defined as sexual intimidation, sexual coercion, or other similar semantic variations. Further, it is sexual harassment if:

1. Submission to the conduct is made either an explicit or implicit condition of employment, award of grades, or other measures of student or employee achievement; or,
2. Submission to or rejection of the conduct is used as a basis for an employment decision affecting the harassed employee, or any decision affecting a student; or
3. The conduct substantially interferes with an employee's or student's performance, or creates an intimidating, hostile, or offensive work or school environment; or
4. A manager or supervisor uses his or her authority to solicit sexual favors or attention from subordinates when the subordinate's failure to submit will result in adverse treatment, or when the subordinate's acquiescence will result in preferential treatment; or
5. A non-administrative or non-supervisory employee subject another such employee to unwelcome conduct of a sexual nature; or
6. Any employee of the district subjects a student to any conduct of a sexual nature, including, but not limited to: unsolicited discussion of student sexual activities; pressure for dates or sex; love poems or letters; demeaning gender-based comments; words or actions of a sexual nature which make a student uncomfortable enough to change his/her preferred course of activity or travel.

#### Harassment Prohibited

All unwelcome sexual advances or activity by the above definitions is prohibited by this policy. Any Plains School employee who engages in such activity, or who knowingly tolerates such activity by other employees, shall be subject to sanctions as described below.

#### Reporting, Investigation, and Sanctions

It is the express policy of the Board of Trustees to encourage reporting of sexual harassment claims. This may be done through direct reporting or through the employee grievance procedure.

1. Employees are encouraged to report sexual harassment claims to the appropriate administrator and may choose to have another person in attendance when reporting at any level. If the employee's direct administrator or supervisor is the offending person, the report shall be made to the next higher level of authority.
2. Confidentiality will be maintained. However, during the course of due process, the accused may demand to know/meet accuser(s).
3. Reprisals or retaliation will not be tolerated as a result of good faith reporting of violations of this policy and will themselves be considered offenses subject to sanctions as listed below.

In determining whether alleged conduct constitutes sexual harassment, the nature of the conduct, the context in which the conduct occurred, and the number of incidents will be investigated.

Any employee found to have engaged in sexual harassment shall be subject to sanctions including, but not limited to: warning or reprimand, suspension, or termination. In addition, conduct of a sexual nature directed from employee to student, shall be reported as child abuse for investigation by appropriate law enforcement authorities.

Students who believe that they may have been sexually harassed or intimidated should consult a counselor, teacher, Title IX coordinator, or administrator, who will assist them in the complaint process. Supervisors or teachers who knowingly condone or fail to report or assist a student to take action to remediate such behavior of sexual harassment or intimidation may themselves be subject to discipline.

## **CELL PHONE USE BY STUDENTS**

Student possession and use of cellular phones, pagers, and other electronic signaling devices on school grounds, at school-sponsored activities, and while under the supervision and control of school district employees is a privilege which will be permitted only under the circumstances described herein. At no time will any student operate a cell phone or other electronic device with video capabilities in a locker room, bathroom, or other location where such operation may violate the privacy right of another person.

Students may use cellular phones, pagers, and other electronic signaling devices on campus before school begins and after school ends. Students in grades 7-12 may also use such devices during the lunch period. These devices must be kept out of sight and turned off during the instructional day. Unauthorized use of such devices disrupts the instructional program and distracts from the learning environment. Therefore, unauthorized use is grounds for confiscation of the device by school officials, including classroom teachers. Confiscated devices will be returned to the parent or guardian and not the student. Repeated unauthorized use of such devices will result in disciplinary action.

## **DRUG/ALCOHOL POLICY**

Students in possession\* of, using, or under the influence of drugs or alcohol will be subjected to the following actions:

1. The student shall be removed from the class or activity where he/she will be isolated from others.
2. The student's parent, guardian or other designated responsible person will be notified and asked to come to the school.
3. **Law enforcement officials will be contacted and the facts reported to them.**
4. Consequences: 1st offense – One day out-of-school suspension; 2nd offense – one to three day suspension and mandatory drug and alcohol counseling by certified counselor; 3rd offense – further disciplinary action.

Students who sell or distribute illegal drugs/alcohol will be subject to the following actions:

1. The drug(s)/alcohol will be confiscated.
2. Parents will be notified.
3. The violation will be reported to law enforcement.
4. Consequences: Students will be brought before the Board of Education for further disciplinary action.

**\* Possession is defined as a physical control or consumption.**

## **TRAINING RULES**

### **HORSEMEN-TROTTERS**

#### **Extra-Curricular Code for Tobacco, Drugs and Alcohol**

All students involved with extracurricular activities agree to abide by the following code of conduct during a school calendar and sport seasons, which prohibits illegal or inappropriate actions involving tobacco, alcohol, and drugs. **Violations of the Extra-Curricular Code accumulate throughout the student's high school career (according to MHSA's eligibility).**

**Summer break the student is under the Jurisdiction of the Law only. Junior High students are also subject to the Training Rules. Where appropriate, consequences for junior high students have been modified and are listed in italics.**

**Violations that require consequences of at least 50% suspension of a high school season will require board approval for each individual incident.**

Allegations of Extra-Curricular Code violations made by adults must be presented in writing of the alleged infraction to the Athletic Director or Principal who will determine the validity of the allegation and administer any disciplinary action. Allegations of an infraction made by a student or athlete may be directed to the Athletic Director, Principal or the head coach of the accused athlete.

**Guilt by association is possible for any of the following violations, meaning a student must remove himself or herself, as soon as possible, from any situation that a violation is occurring.** This rule does not apply to events where law permits alcohol or drugs, such as at religious ceremonies or where alcohol is restricted to adults.

**A. Group I Violations occur OUTSIDE OF SCHOOL HOURS AND OUTSIDE OF SEASON**

1. Sales, use or possession\* of illegal tobacco in any form
2. Sales, use or possession\* of alcohol of any non-medical form
3. Sales, use or possession\* of any illegal or controlled substance (other than as a physician prescribed).

**B. Group I Penalties  
FIRST VIOLATION**

Prior to the student's next season, the student must complete **six hours of substance abuse counseling** at student or parent's expense. With counseling completed, student may participate in next season **missing the first 20% of competition\*\***. Regardless, a student is expected to fulfill all team obligations by attending all practices and actively participating as directed by his/her coach. In addition, the student is expected to attend the games or activities from which he/she is suspended and to sit with the team or group in street clothes. **Failure to comply with the required program will result in further suspension from all activities until successfully completed.**

**NOTE: Group I Voluntary referrals** – when a student or his/her parents voluntarily shares a student's violation of the extra-curricular code **within three days**. In this case penalties may be reduced on the first **offense by fifty percent**.

**SECOND VIOLATION:**

Prior to the student's next season, the student must complete **eight hours of substance abuse counseling** at student or parent's expense. The student must also **serve ten community service hours** set up with the A.D. and principal. With counseling and community service hours completed, student may participate in next season **missing the first 50% of competition\*\***. Regardless, a student is expected to fulfill all team or group obligations by attending all practices and actively participating as directed by his/her coach. In addition, the student is expected to attend the games or activities from which he/she is suspended and to sit with the team or group in street clothes. **Failure to comply with the required program will result in further suspension from all activities until successfully completed.**

**THIRD VIOLATION:**

**The student is suspended from all activities for 84 pupil instruction days (Junior High = 80% of competition)** and must complete the following during that time: student must **complete twelve hours of substance abuse counseling (prefer one meeting a month)** at student or parent's expense. The student must also **serve twenty community service hours** set up with A.D. and Principal. **Failure to comply with the required program will result in further suspension from all activities until successfully completed.**

**C. Group II Violations occur OUTSIDE OF SCHOOL BUT IN SEASON**

1. Sales, use or possession\* of tobacco in any form;
2. Sales, use or possession\* of alcohol of any non-medical form;
3. Sales, use or possession\* of any illegal or controlled substance (other than as physician prescribed).

**D. Group II Penalties**

**FIRST VIOLATION:**

**Student is suspended for 42 pupil instruction (PI) days or the remainder of the season, whichever is greater, (Junior High = 40% of competition) and student must complete six hours of substance abuse counseling at student or parent's expense prior to student's next season. Student is not eligible for any awards.**

**NOTE: Group II Voluntary Referrals – When a student or his/her parents voluntarily share a student's violation of the extracurricular code within three days. In this case the penalties may be reduced on first offense only to: suspension for four weeks or four competitions\*\*whichever is less (this can carry over to next season) and must complete counseling during this time. The student is expected to fulfill all team or group obligations by attending all practices and actively participating as directed by his/her coach. In addition, the student is expected to attend the games or activities from which he/she is suspended and to sit with the team or group in street clothes. The student is not eligible for any awards.**

**SECOND VIOLATION:**

**The student is suspended from all activities for 84 pupil instruction (PI) days, (Junior High = 80% of competition) and must complete the following during that time: student must complete twelve hours of substance abuse counseling (prefer one meeting a month) at student or parent's expense. The student must also serve twenty community service hours set up with the A.D. and Principal. Failure to comply with the required program will result in further suspension from all activities until successfully completed.**

**E. Group III Violations occur DURING SCHOOL HOURS OF A SCHOOL ACTIVITY**

1. Sales, use or possession\* of tobacco in any form.
2. Sales, use or possession\* of alcohol of any non-medical form.
3. Sales, use or possession\* of any illegal or controlled substance (other than as physician prescribed).

**\*Possession is defined as physical control or consumption**

**\*\*Competition is defined as games, matches, meets, etc.**

**F. Group III Penalties:**

**ANY VIOLATIONS:**

**The student is suspended from all activities for 84 pupil instruction (PI) days, (Junior High = 80% of competition) and must complete the following during that time: student must complete 15 hours of substance abuse counseling (prefer one meeting a month) at student or parent's expense. The student must also serve twenty-four community service hours set up with the A.D. and Principal. Failure to comply with the required program will result in further suspension from all activities until successfully completed.**

**G. Procedures and Appeals**

The following procedural steps will apply in cases where a student is alleged to have violated the Extra-Curricular Code or Team Rules:

1. An alleged Group I, II, or III violation by a student should be first brought in writing to the attention of the Principal and A.D. If the Principal and A.D. believe that there is a probability that the athlete committed a violation of the Extra-Curricular Code or Team Rules, the Principal and A.D. will confront the student with the alleged violation and ask for a response. After hearing the student's response, the Principal and A.D. may:
  - (1) further investigate; or
  - (2) render a decision as to whether or not the student has violated the Extra-Curricular Code or Team Rules. If the Principal and A.D. decides that a violation has occurred, the consequences will be as set forth under Group I, II, or III penalties. The student, his/her parent(s) and the head coach of the activity in which the student is participating at the time of the alleged violation will be informed of the violation and removal of the student from participation in competition.

**Written notice of the A.D. 's decision regarding the alleged violation will be further provided to the athlete, his/her parents and the coach within seven days.**

2. After receiving notification of the Principal's and A.D. 's decision to remove the student from participation, the student and/or parent(s) may request a hearing with the Superintendent to dispute either the nature of the charges or the consequences imposed upon the student. The hearing will occur within five days of the request, unless the fifth day falls on a weekend or school holiday, in which case, the hearing will occur on the next day on which school is scheduled.
3. The Principal or A.D. may temporarily suspend a student from participation in activities prior to a hearing if a game or event is scheduled to occur before a hearing could reasonably be held.
4. The purpose of the hearing will be to determine if there is sufficient evidence to show that a violation has occurred, and if so, to determine the appropriate penalty. If the Superintendent determines the student has violated the Extra-Curricular Code or Team Rules, the consequences will be as set forth in the Extra-Curricular Code or Team Rules. However, the Superintendent may increase, reduce or otherwise modify additional consequences imposed by the Principal, A.D. or head coach.

If the student and parent(s) are not satisfied with the above decision, they may appeal to the Board of Education. The penalty imposed on the student will remain in effect until the outcome of the appeal. A committee of the Board of Education will meet with the student and parent(s) to determine if the decision will be upheld. **The board committee will notify the student and parent(s) in writing of its decision on the appeal in a timely manner.**

ALL ATHLETES AND THEIR PARENTS MUST SIGN AND RETURN TO THE COACH A TRAINING POLICY FORM which will be given to the athlete on the first day of practice.

### **SUSPENSION AND DISMISSAL**

If a training violation occurs, coaches may suspend an athlete pending an investigation into the violation for an unspecified amount of time or until the investigation is complete.

Dismissal of an athlete from a squad will be done by the principal and A.D., after talking to the coach.

Initiations: Initiations of any kind are not permissible. A two-week suspension from participation will result. See also district policy on harassment and hazing.

## **TOBACCO POLICY/VAPING POLICY**

The possession and/or use of tobacco products are prohibited on the property of all schools in the Plains District by students during school hours (student's day begins upon his/her arrival at school and ends with his/her departure). All students are prohibited from the possession and/or use of tobacco products while on school property, riding school buses and activity vehicles, and during the practice or participation in extracurricular activities sanctioned by Plains High School.

Consequences for violation of this policy on the first and second offense will result in 1-3 days out-of-school suspension. The student may also be required to complete tobacco use cessation classes given by the county health nurse or the school drug/alcohol counselor. Third offense is out-of-school suspension and recommendation for expulsion.

The term "tobacco products" includes, but not limited to, the use of cigarettes, cigars, pipes, chewing tobacco, smokeless tobacco, snuff, vaping, e-cigarettes, and any other electronic nicotine delivery systems.

## **COLLEGE RECRUITING**

Coaches are encouraged to promote their athletes for scholarships whenever possible, however this should be done after consultation with parents.

Documentation of all contacts with representatives of secondary institutions should be forwarded to the Activities Director.

When counseling athletes or their parents, coaches should make students and parents aware of NCAA student-athlete eligibility requirements.

## **CODE OF ETHICS**

It is the duty of all concerned with school activities ---

1. To emphasize sportsmanship, ethical conduct, and fair play
2. To eliminate possibilities and situations which tend to destroy the values of athletics
3. To show courtesy of visiting teams and fans
4. To respect the position and judgment of sports officials
5. To encourage leadership, use of initiative, and good judgment
6. To recognize that the purpose of activities is to promote physical, mental, moral, social, educational and emotional well-being
7. To remember that an athletic contest is only a game – not a matter of life and death for player, coach, school, official, fan or community
8. To emphasize to our students that they are representing the people of this area at all times and to conduct themselves accordingly

## **CONCUSSION EDUCATION AND COMPLIANCE**

Concussion Form: All participants and their parent/guardian must initial all the required information on the concussion form and have it completed before the student may begin practice.



## A Fact Sheet for ATHLETES

### WHAT IS A CONCUSSION?

A concussion is a brain injury that:

- Is caused by a bump or blow to the head
- Can change the way your brain normally works
- Can occur during practices or games in any sport
- Can happen even if you haven't been knocked out
- Can be serious even if you've just been "dinged"

### WHAT ARE THE SYMPTOMS OF A CONCUSSION?

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Bothered by light
- Bothered by noise
- Feeling sluggish, hazy, foggy, or groggy
- Difficulty paying attention
- Memory problems
- Confusion
- Does not "feel right"

### WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?

- **Tell your coaches and your parents.** Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach if one of your teammates might have a concussion.
- **Get a medical checkup.** A doctor or health care professional can

tell you if you have a concussion and when you are OK to return to play.

- **Give yourself time to get better.** If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a second concussion. Second or later concussions can cause damage to your brain. It is important to rest until you get approval from a doctor or health care professional to return to play.

### HOW CAN I PREVENT A CONCUSSION?

Every sport is different, but there are steps you can take to protect yourself.

- Follow your coach's rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Use the proper sports equipment, including personal protective equipment (such as helmets, padding, shin guards, and eye and mouth guards). In order for equipment to protect you, it must be:

- > The right equipment for the game, position, or activity
- > Worn correctly and fit well
- > Used every time you play

Remember, when in doubt, sit them out!  
It's better to miss one game than the whole season.

## A Fact Sheet for PARENT

## WHAT IS A CONCUSSION?

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

## WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

### Signs Observed by Parents or Guardians

*If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:*

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily • Answers questions slowly
- Loses consciousness (even briefly)
- Ensure that they follow their coach’s rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Learn the signs and symptoms of a concussion.

- Shows behavior or personality changes
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall

### Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

## HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussion.

## WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

**1. Seek medical attention right away.** A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.

**2. Keep your child out of play.** Concussions take time to heal. Don’t let your child return to play until a health care professional says it’s OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a second concussion. Second or later

concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.

**3. Tell your child’s coach about any recent concussion.** Coaches should know if your child had a recent concussion in ANY sport. Your child’s coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

**Remember, when in doubt, sit them out!  
It’s better to miss one game than the whole season.**

### Be Prepared

A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head that can change the way your brain normally works. Concussions can also occur from a blow to the body that causes the head to move rapidly back and forth. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. Concussions can occur in any sport or recreation activity. So, all coaches, parents, and athletes need to learn concussion signs and symptoms and what to do if a concussion occurs.

## SIGNS AND SYMPTOMS OF A CONCUSSION

SIGNS OBSERVED BY PARENTS OR GUARDIANS	SYMPTOMS REPORTED BY YOUR CHILD OR TEEN	
<ul style="list-style-type: none"> <li>•Appears dazed or stunned</li> <li>•Is confused about events</li> <li>•Answers questions slowly</li> <li>•Repeats questions</li> <li>•Can’t recall events prior to the hit, bump, or fall</li> <li>•Can’t recall events after the hit, bump, or fall</li> <li>•Loses consciousness (even briefly)</li> <li>•Shows behavior or personality changes</li> <li>•Forgets class schedule or assignments</li> </ul>	<p><b><u>Thinking/Remembering:</u></b></p> <ul style="list-style-type: none"> <li>•Difficulty thinking clearly</li> <li>•Difficulty concentrating or remembering</li> <li>•Feeling more slowed down</li> <li>•Feeling sluggish, hazy, foggy, or groggy</li> </ul> <p><b><u>Physical:</u></b></p> <ul style="list-style-type: none"> <li>•Headache or “pressure” in head</li> <li>•Nausea or vomiting</li> <li>•Balance problems or dizziness</li> <li>•Fatigue or feeling tired</li> <li>•Blurry or double vision</li> <li>•Sensitivity to light or noise</li> <li>•Numbness or tingling</li> <li>•Does not “feel right”</li> </ul>	<p><b><u>Emotional:</u></b></p> <ul style="list-style-type: none"> <li>•Irritable</li> <li>•Sad</li> <li>•More emotional than usual</li> <li>•Nervous</li> </ul> <p><b><u>Sleep*:</u></b></p> <ul style="list-style-type: none"> <li>•Drowsy</li> <li>•Sleeps less than usual</li> <li>•Sleeps more than usual</li> <li>•Has trouble falling asleep</li> </ul> <p><i>*Only ask about sleep symptoms if the injury occurred on a prior day.</i></p>

## CUT POLICY

Plains High School makes every effort to give every student an opportunity to participate for an entire season, however circumstances may require the school to conduct “try-outs” for the team. In the event that “try outs” are implemented, the coach will provide the Athletic Director with a copy of the selection criteria to be used within the first 3 days of practice. There will be no “selections” until you have at least 3 days of practice.

Individual coaches will develop their criteria for selection of those participants who will be placed on a team and those who will not be placed on a team. These criteria will be made known to participants at the beginning of their season. These criteria may be more stringent than the baseline requirements contained in this handbook. The Activities Director prior to implementation will approve all team selection criteria.

1. The coach/advisor/activity director has the responsibility to meet with each participant who is not selected and explain the reasons for the decision.
2. The coach/advisor/director has the responsibility to meet with parents who would like to discuss a selection decision. **The coach/advisor/director will not meet with a parent until a 24-hour waiting period is observed.** A 36 to 48-hour wait is recommended.

This can be one of the most difficult decisions a coach has to make but, good communication between coach, athlete, parents, and Activities Director can prevent a lot of problems.

## DRESS FOR ACTIVITIES

Coaches/sponsors/advisors are hereby encouraged and authorized to establish exemplary standards and practices in fashion, grooming and taste that will tend to enhance the appearance of the group as a whole.

Such standards and/or practices must be of a reasonable nature, appropriate to the group’s activity and reflect positively on the image of the group and school.

Further, these standards and/or practices must be made known to all potential members at the beginning of the activity season for that group (or sooner if possible).

## DRUG TESTING FOR ATHLETES

Plains School District requires testing of student athletes and other participants in any athletic activity and/or extra-curricular activity for illegal substances, including alcohol use, by administering analysis tests upon receipt of a parental or guardian consent form. This policy applies to all such Plains Public School students participating in any athletic activity and/or extra-curricular activity sponsored or sanctioned by the Montana High School Association (MHSA) and /or Plains Public School.

A student participating in any athletic activity and/or extra-curricular activity and his or her parent/guardian may sign a form\* consenting to drug/alcohol testing. If the parent signs the consent form, and the student refuses to submit to testing, he or she will not be allowed to participate in any athletic activity and /or extra-curricular activity for the remainder of that season. Signing the consent form is a commitment to be included in the random testing pool for the entire season.

**\*This form must be submitted to the office and must be on file in the office before a student will be allowed to participate in any scheduled contest/activity.**

## 3139 Extracurricular Activities Drug Testing Policy

The District has a strong commitment to the health, safety, and welfare of its students. Results of studies throughout the United States indicate that education alone, as a preventative measure, is not effective in

combating substance abuse. Our commitment to maintaining the extracurricular activities in the District as a safe and secure educational environment requires a clear policy and supportive programs relating to detection, treatment, and prevention of substance abuse by students involved in extracurricular activities.

### **Definitions**

**Drug:** Any substance considered illegal under federal, state or local statute controlled by the Food and Drug Administration.

**Extracurricular Participant:** Any student participating in extracurricular activities under the control and jurisdiction of the Plains School District and/or the Montana High School Association (MHSA).

**Sport Season:** Fall, winter and spring seasons begin on the first day of practice allowed by the MHSA and the end of the day prior to the beginning date of practice for the next season.

**Extracurricular Activities:** The following activities that have a paid sponsor/coach: Athletics, Cheerleaders, Pep Band, Select Choir, Montana Career Associations, Honor Society, Drama and Student Government.

### Purpose

The drug-testing program is not intended to be disciplinary or punitive in nature. Students involved in extracurricular activities need to be exemplary in the eyes of the community and other students. It is the purpose of this program to prevent students from participating in extracurricular activities while they have drug residues in their bodies, and it is the purpose of the program to educate, help, and direct students away from drug and alcohol abuse and toward a healthy and drug-free participation. No student shall be expelled or suspended from school as a result of any verified positive test conducted by his/her school under this program, other than as stated herein.

### Scope

Participation in extracurricular activities is a privilege. This policy applies to all District students in grades 9-12 who wish to participate in extracurricular activities that are listed in the current student handbook and any other school-sponsored extracurricular activities not listed.

### Consent Form

It is **MANDATORY** that each student who participates in extracurricular activities must sign and return the PLAINS SCHOOLS' EXTRACURRICULAR DRUG TESTING CONSENT FORM Prior to Participation in any extracurricular activities that are listed in the current student handbook and any other school-sponsored extracurricular activities not listed.

Each extracurricular participant shall be provided with the Consent Form, which shall be dated and signed by the participant and by the parent/guardian. In doing so, the student is agreeing to participate in the random drug-testing program at Plains High School.

### Testing Procedures for Urinalysis

1. The selection of participants to be tested will be done randomly by the principal/administrative designee, and selections will be made from time to time throughout the school year. Names will be drawn from (1) large pool of those agreeing to be tested. Testing may occur on a different day, Monday through Saturday. This variable schedule will keep students conscious of the possibility of being tested at any time during the year. Each student will be assigned a number that will be placed in the drawing.

2. If the student shows signs of reasonable suspicion, the principal/administrative designee may call the student's parent/guardian and ask that the student be tested. Factors will include, but are not limited to, excessive discipline problems and/or excessive absences from school. Also, a parent/guardian may request testing of his/her student.
3. No student will be given advance notice or early warning of the testing. In addition, a strict chain of custody will be enforced to eliminate invalid tests or outside influences.
4. Upon being selected for a urinalysis under this policy, either by random draw, reasonable suspicion, request of parent/guardian, or a follow-up test, a student will be required to provide a sample of fresh urine, according to the quality control standards and policy of the laboratory conducting the urinalysis. A person of the same gender will supervise the specimen collection.
5. All students will remain under school supervision until they have produced an adequate urine specimen. If unable to produce a specimen, the student will be given up to twenty-four (24) ounces of fluid. If still unable to produce a specimen within two (2) hours, the student will be taken to the principal's office and told that he/she is no longer eligible for any of the extracurricular activities. A refusal to provide a sample or the alteration or falsification of a specimen or test result will be treated as a resignation from all extracurricular activity programs for one calendar year.
6. There is a temperature strip on each of the specimen bottles, indicating the validity of the urine specimen. All specimens registering below 90.5 degrees Fahrenheit will be invalid. If this occurs, another specimen must be given by the student.
7. If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for all the extracurricular activities for the remainder of the current school year. This will be reported to the parent/guardian.
8. Immediately after the specimen is taken, the student may return to class with an admit slip or pass with the time he/she has left the collection site. The principal/administrative designee must time, date, and sign the pass.
9. The specimens will then be turned over to the testing laboratory, and each specimen may be tested for alcohol, nicotine, and street drugs (which may include all drugs listed as controlled substances under the laws of the State of Montana). Also, performance enhancing drugs, such as steroids may be tested.
10. The laboratory selected must follow the standards set by the Department of Health and Human Services. It must be certified under the auspices of the Clinical Laboratory Improvement Act (CLIA) and the Joint Commission of Accreditation of Healthcare Organizations (JCAHO).

#### Testing Procedures for Oral Screening (Saliva Test)

1. The selection of participants to be tested will be done randomly by the principal/administrative designee, and selections will be made from time to time throughout the school year. Names will be drawn from one (1) large pool of those agreeing to be tested. Testing may occur on a different day, Monday through Saturday. This variable schedule will keep students conscious of the possibility of being tested at any time during the year. Each student will be assigned a number that will be placed in the drawing.
2. If the student shows signs of reasonable suspicion, the principal/administrative designee may call the student's parent/guardian and ask that the student be tested. Factors will include, but are not limited to, excessive discipline problems and/or excessive absences from school. Also, a parent/guardian may request testing of his/her student.
3. No student will be given advance notice or early warning of the testing. In addition, a strict chain of custody will be enforced to eliminate invalid tests or outside influences.
4. Upon being selected for an oral screening under this policy, either by random draw, reasonable suspicion, request or a parent/guardian, or a follow-up test, a student will be required to

provide a sample of fresh saliva, according to the quality control standards and policy of the laboratory supplying the screening.

5. All students will remain under school supervision until they have produced an adequate specimen. If unable to produce a specimen, the student will be given up to twenty-four (24) ounces of fluid. If still unable to produce a specimen within two (2) hours, the student will be taken to the principal's office and told that he/she is no longer eligible for any of the extracurricular activities. A refusal to provide a sample or the alteration or falsification of a specimen or test result will be treated as a resignation from all extracurricular activity programs for one calendar year.
6. If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for all extracurricular activities for one calendar year. The principal/administrative designee must time, date, and sign the pass.
7. Immediately after the specimen is taken, the student may return to class with an admit slip or pass with the time he/she left the collection site. The principal/administrative designee must time, date, and sign the pass.
8. If a screening shows a positive result, the screening device will be sent to the testing laboratory for verification.

#### Chain of Custody

1. The certified laboratory will provide training and direction to those who supervise the testing program, set up the collection environment, and guarantee specimens and supervise the chain of custody. To maintain anonymity, the student's number, not name, will be used.
2. The principal/administrative designee will be responsible for escorting students to the collection site. The student will bring all materials with him/her to the collection site and will not be allowed to go to his/her locker. (The administrator should not bring all of the students drawn from the pool to the collection site simultaneously. Calling four (4) or five (5) students at a time allows the collection to be carried out quickly and will not cause the students to wait a long time, thereby creating a loss of important time from class. Athletes may be called after school, perhaps during practice)
3. Before the student's urine or saliva sample is tested by the laboratory, students will agree to fill out, sign, and date any form which may be required by testing laboratory. If a student chooses, he/she may notify the administrator that he/she is taking prescription medication.
4. For urinalysis, a sanitized kit containing a specimen bottle will be given to each student. The bottle will remain in the student's possession until a seal is placed upon the bottle. The student will sign that the specimen has been sealed. The seal may be broken only by the lab testing specimen.
5. For the oral screening, the school nurse or the school resource officer will provide an oral screening device to the student and supervise the specimen collection. The nurse and/or resource officer, with the principal, will examine the results of the screening. If a screening shows positive for any substance, the specimen and device will be sealed and sent to the laboratory for verification
6. If the seal is tampered with or broken after leaving the student's possession and prior to arriving at the lab, the specimen is invalid. The student will be called again, to provide a fresh sample, but he/she will remain eligible for extracurricular activities subsequent to a retest.
7. After it has been sealed, the specimen will be transported to the testing laboratory by lab personnel. The testing laboratory will report the results to the principal/designee.
8. In order to maintain confidentiality, the urine or saliva specimen container to be tested, will have the student's random identification number on the container instead of the student's name. Also, the results sheet for the analysis will be mailed to the principal/designee; identified by the student's random identification numbers.

## Test Results

1. This program seeks to provide needed help for students who have a verified positive test. The student's health, welfare, and safety will be the reason for preventing students from participating in extracurricular activities.
2. The principal/administrative designee will be notified of a student testing positive. The principal/administrative designee will notify the student and his/her parent/guardian. The student or his/her parent/guardian may submit any documented prescription, explanation, or information, which will be considered in determining whether a positive test has been satisfactorily explained. In addition, the student or parent/guardian may appeal by requesting that the same urine specimen be tested again by the certified laboratory at a cost to the students or his/her parent's/guardian.
3. If the test is verified positive, the principal/administrative designee will meet with the student and his/her parent/guardian at the school. The student and parent/guardian will be given the names of counseling and assistance agencies that the family may want to contact. A student will be prevented from participating in extracurricular activities until a negative drug test result is obtained. The student will be subject to the appropriate provisions of the Horsemen/Trotters Extracurricular Code for Tobacco, Drugs, and Alcohol.

## Self-Referral

In accordance with this policy, a student may initiate a self-referral under the following conditions.

1. A self-referral may not occur on the day the student is to be randomly drug tested.
2. A student may self-refer one time during his/her high school career.
3. A student must have never received a confirmed positive result from a drug test under this policy.

Immediately upon a self-referral the student will be ineligible to participate in any extracurricular activities. A principal/parent conference will be required for the student to enroll in a six (6) week mandatory drug education program. This student will become eligible to participate in extracurricular activities after successful completion of the mandatory drug education program and written notification to the Superintendent/designee of a negative drug test from the laboratory selected by the Superintendent and approved by the Board, at the student's expense. Failure to enroll and complete the mandatory drug education program within the time period set by the Superintendent/designee will be treated as a confirmed positive result.

## Financial Responsibility

1. Under this policy, the District will pay for all initial random drug tests, all initial reasonable suspicion drug tests, and all initial follow-up drug tests. (Once a student has verified positive test result and has subsequently tested negative from a follow-up test, any future follow-up drug test that must be conducted will be paid for by the student or his/her parent/guardian).
2. A request, on appeal, for another test of a positive specimen is the financial responsibility of the student or his/her parent/guardian.
3. Counseling and subsequent treatment by non-school agencies are the financial responsibility of the student or his/her parent/guardian.

## Confidentiality

Under this drug-testing program, any staff, coach, or sponsor of the District who may have knowledge of the results of a drug test will not divulge, to anyone, the results of the test or the disposition of the student involved, other than in the case of a legal subpoena being made upon that person in the course of a legal investigation. Once again, this will underscore the District's commitment to confidentiality with regard to the program.



## Other Rules

Apart from this drug-testing program, the Montana High School Association (MHSA) and the coaching staff/sponsor of each sport/activity have their own training rules and requirements. Coaches/sponsors have the necessary authority to enforce these rules. Any student who violates a rule or requirement as a member of a team or activity will be subjected to the consequences as defined in those rules and requirements.

## Policy History

Adopted on: January 19, 2004

## **PARTICIPATION CONFLICTS WHEN A STUDENT IS INVOLVED IN MORE THAN ONE ACTIVITY DURING THE SAME SEASON**

Divisional, District, and State events have precedence over other activities.

Qualifying activities have precedence over non-qualifying activities.

M.H.S.A. activities have precedence over school affiliated activities.

High School Athletes will be allowed to participate in **one sport per season**. Seasons are broken down by; Fall, Winter, & Spring according to the MHSA calendar. The High School Principal reserves the right to make adjustments to the one sport per season rule based on individual circumstances.

## **INSURANCE AND INJURY**

The School District requires that the parent, guardian, caretaker, or relative of students participating in school sponsored activities (co-curricular, extra-curricular, etc.) provide verification of their child's health insurance coverage status. The school district does not provide health insurance to pay for injuries of students while participating in school sponsored activities (extra-curricular, co-curricular, etc.). If the parent, guardian, caretaker relative elects not to provide private health insurance coverage for their child, they are accepting responsibility for any medical expenses incurred by their child in the event they are injured while participating in the school sponsored activities (extra-curricular, co-curricular, etc.) that is not the result of fraud, willful injury to a person or property or the willful or negligent violation of a law by a trustee, employee, or agent of the School District.

Also, the School District does not provide student accident insurance coverage for students. Student accident insurance coverage may be purchased by parents through a private company for a fee. Student accident insurance information is distributed at the beginning of the school year and available throughout the year. Please review the information carefully, consider the benefits of such coverage, and complete the application as per instructions. This is an opportunity to provide student accident insurance coverage while your child is at school or participating in activities. A parent seeking coverage must make sure the student accident insurance coverage is in place prior to the first day of practice and/or school. Please contact the coach or athletic director for additional information.

## **LETTERING CRITERIA**

Lettering criteria will be shared with participants at the beginning of each activity season.

## **MEAL PROCEDURE**

Team meals will be provided for post season competition. All meals will be purchased according to School District Purchasing policy(s). Rates per meal will be in accordance with the School Districts per diem policies.

The district will not provide meals for regular season games, meets or tournaments. The District will allow parents or others to provide packed meals for the team(s) while traveling. This would be known as a ‘cooler clause’.

### **MEDICATION POLICY (ISSUING MEDS TO ATHLETES)**

#### **ADMINISTERING MEDICINES TO STUDENTS (SB Policy #3416)**

**School District No. 1** recommends that medication be given at home whenever possible. Students requiring medication shall be identified by parents and/or physician and will be encouraged to notify coach/sponsor or Activities Director. Under no circumstances will school personnel provide aspirin or other patient’s medication to students.

### **PARENT MEETING**

**Parent Meeting:** Parents/guardians and students participating in an activity **are required** to attend an informational meeting to discuss and sign the activities policy. Parents are required to attend only one of these meetings per year, even if they have more than one child participating in more than one activity. This meeting will be held at the beginning of the season.

### **PHYSICAL EXAMS**

A physical examination is required for each student in order to be considered eligible and to be approved for participation in an Association Contest. Physical examinations must be completed prior to the first day of practice. This examination must be certified by a licensed medical professional acting within the scope and limitations of his/her practice. This certification is valid for a period of one school year. A physical examination conducted before May 1st is not valid for participation the following school year. The physical examination form developed by the MHSAA Medical Advisory Committee and approved by the MHSAA Executive Board must be used. A current form may be obtained from the school office or from the medical office giving the physical.

**\*\*** The cost of the physical exam is the responsibility of the student athlete and his/her parents.

### **SCHOOL SPONSORED TRIPS**

Student participation on intra and extracurricular trips is subject to eligibility requirements. Students participating in school sponsored trips, whether for the day or overnight, are regarded by Plains School and the public as representatives of the school system. As representatives of the school system, public image is projected by the conduct, the attitudes and the reputations of those students who take a leading role in intra- and extra-curricular activities. Therefore, student participants must comply with rules of the school system, the rules of their coaches or advisors, and the civil laws of society.

Student conduct on any school sponsored trip that does not adhere to the reasonable standards established will be dealt with in a timely manner by the coach/advisor and administration. Student misbehavior on school sponsored trips may lead to student suspension from participating in school sponsored trips. Parents will be notified of any incident concerning their child on a school sponsored trip by the coach/advisor and/or administration.

Opportunities may occur for junior high students to attend high school co-curricular, intracurricular and/or extracurricular overnight events. Consideration for approval will be made on a case by case basis by administration at the request of the advisor or coach. An additional chaperone may be required in the event that junior high and high school students are traveling together overnight.

## **FIELD TRIPS/ATHLETIC EVENTS**

Students must ride the bus to all school sponsored activities away from Plains. A parent may take their student home after the event. The parent must communicate their intentions to the coach or sponsor prior to the bus leaving the school for the event. A legal age sibling (18), who is not currently an enrolled student at PSD#1, may also take custody of the student, but only with the parents making prior arrangements, in writing, with the school before the student leaves the school for the event.

All school sponsored trips away from school, and taking class time are a privilege, and not a right. Students behind in their class responsibilities resulting from excessive absences might not be allowed to travel and miss more class time.

## **SPORTSMANSHIP**

- A. Statement of philosophy: The Montana High School Association has established policies, expectations and responsibilities which will cultivate the ideals of good sportsmanship. It shall be the responsibility of each member school to ensure that all individuals employed or directly associated with the interscholastic program conduct themselves in a sportsmanlike manner.
- The coach represents the school at interscholastic athletic activities. It is the responsibility of the head and assistant coaches to serve as role models for students and the public.
- B. Code of Conduct: A coach will be in violation of the standards for good sportsmanship established by the Montana High School Association by:
1. Making degrading/critical remarks about officials during or after a contest either at the competition site, from the bench, in the locker area or through any public news media;
  2. Arguing with officials or going through motions indicating dislike/disdain for a decision;
  3. Detaining the officials following a contest to request or argue a ruling or explanation of actions by the official;
  4. Being ejected from a contest;
  5. Physically assaulting an official.

## **STUDENT SIGN OUT**

Students are not permitted to leave the facility in which their coach/sponsor is present without specific permission from their coach/sponsor in advance of the student's departure. When permission is granted to leave the facility by the coach/sponsor, the student(s) must sign out with the coach/sponsor when leaving and sign back in upon their return.

## **SUSPENSION AND DISMISSAL**

If a training violation occurs, coaches may suspend an athlete pending an investigation into the violation for an unspecified amount of time or until the investigation is complete.

Dismissal of an athlete from a squad will be done by the principal and A.D., after talking to the coach.

Initiations: Initiations of any kind are not permissible. A two-week suspension from participation will result. See also district policy on harassment and hazing.

## **TRAVEL RULES, REGULATIONS, AND PROCEDURES**

All participants must travel to and return from all out of town activities with the team unless prior written permission is asked by their parents and granted by the administration. **Participants will be released to travel with their parent/guardian only, after signing out with their coach/sponsor.**

## **ACTIVITY TRANSPORTATION**

Because of the legal implications regarding school district responsibilities and liability for any student involved as a participant in a school sponsored extracurricular activity, participating students will be required to ride school-sponsored transportation to and from any activity taking place away from **Plains School**. This will apply to any student who is a member of a team, music group, cheerleading squad, pep bus or any other school-sponsored activity involving students as assigned participants. It does not include student spectators, except those riding on a pep bus.

The only exception will be a written request by a parent for their son/daughter to ride with THEM to/from the activity. The parents must SEE the coach/sponsor and sign a release at the time of the request. If for some reason, the parent may want the student to LEAVE an activity with someone other than themselves, a request must be made in writing PRIOR to the scheduled activity and must be pre-approved by the activities director or another **Plains** Schools administrator.

Any person providing transportation for student activity members, with a specific request from the parent as previously outlined, must meet the following qualifications:

Students must ride the bus to all school sponsored activities away from Plains. A parent may take their student home after the event. The parent must communicate their intentions to the coach or sponsor prior to the bus leaving the school for the event. A legal age sibling (18), who is not currently an enrolled student at PSD#1, may also take custody of the student, but only with the parents making prior arrangements, in writing, with the school before the student leaves the school for the event.

Any participant who arrives late for a coach's/sponsor's announced leave time will NOT be allowed to participate in the activity for that day.

## **TRANSPORTING STUDENTS WITH PERSONAL VEHICLES USE OF PRIVATE VEHICLES FOR DISTRICT BUSINESS**

The use of private vehicles for district business, including the transportation of students, is generally discouraged. Staff members should use district-owned vehicles whenever possible, scheduling activities and other transportation far enough in advance to avoid any non-emergency use of private vehicles. No staff members may use a private vehicle for district business without receiving clearly communicated permission from the building principal. Before transporting any students, the owner of any private vehicle must provide proof of sufficient liability insurance, current registration and a current Montana driver's license. A driver may only transport the number of students as there are seat belts in his/her vehicle.

## **TRANSPORTING TO/FROM PRACTICE(CO-OPS) TRANSPORTATION**

- a. Practice: It will be the sole responsibility of the visiting school to ensure that students are transported to practice. School personnel must transport the students. Any Volunteer that is transporting students must be cleared through policy. At no time are students to transport themselves to/from practice.
- b. Each school will be responsible for all costs for transporting the students to and from practice.

## **VOLUNTARY/INVOLUNTARY WITHDRAWAL FORM A SPORTS TEAM**

Any student may attend no more than three practices for a sport and then quit to join another same-season sport.

A student who does not make a final team (i.e., cut from the squad) WILL be permitted to join another sport for that season, provided he/she does so within five calendar days of the date he/she is notified that he/she has been

cut from the squad. Participation in games, meets, matches and practices will not be permitted following this five-day period.

In the case of starting dates which conflict between sports, a student who is cut from a team and has already passed the 15 practice day limit for commitment to a sport will still be given the five practice day period to join another in-season sport, providing he/she had originally committed himself/herself to one sport and was subsequently cut (did not quit) by the coach or his designated representative. If a student is suspended or dismissed for disciplinary reasons, she/he will NOT be allowed to participate in another in-season sport.

### **Eligibility Checklist – Nonpublic School and Homeschool Participation**

**Nonpublic or home school students who meet the requirements of 20-5-109 can participate in MHS member school extra-curricular activities.**

**20-5-109. Nonpublic school requirements for compulsory enrollment exemption.** To qualify its students for exemption from compulsory enrollment under **20-5-102**, a nonpublic or home school:

(1) shall maintain records on pupil attendance and disease immunization and make the records available to the county superintendent of schools on request;

(2) shall provide at least the minimum aggregate hours of pupil instruction in accordance with **20-1-301** and **20-1-302**;

(3) must be housed in a building that complies with applicable local health and safety regulations;

(4) shall provide an organized course of study that includes instruction in the subjects required of public schools as a basic instructional program pursuant to **20-7-111**; and

(5) in the case of home schools, shall notify the county superintendent of schools of the county in which the home school is located in each school fiscal year of the student's attendance at the school.

**The same standards (MHS and Local School Policies) must be met as those required of full-time students enrolled in the school (exception- enrollment in the school and transfer).**

**The same MHS rules apply including age, semesters, academics (see below) and attendance area residence. Only enrollment is waived.**

**Attendance Area** - The student **must** live in your school's attendance area – the nonpublic and/or home school student's entire family **must live in the attendance area** of the school they are participating at. **Nonpublic or homeschool students cannot transfer.**

**Academic Eligibility** – **Nonpublic school** – the students' academic eligibility must be attested by the head administrator of the nonpublic school. **Homeschool** – academic eligibility must be attested in writing by the educator providing the student instruction with verification by the MHS school principal.

Grading Period – one semester (one half of a school year – approximately 18 school weeks or 90 school days).

A participant must have received a passing grade and received credit in at least twenty hours of prepared class or work or its equivalent in the last previous semester in which he/she is enrolled.

Participants who are academically ineligible cannot participate in any Association contest (varsity or sub varsity) for a period of one semester. They can practice if the school allows but they cannot suit up or participate in any games at any level of competition.

*To meet the same standards as required in the law, a home school and/or nonpublic school student must demonstrate they have passed four half credit classes in the previous semester (90 school day period). This is meeting the same standard. Otherwise, students who are failing could transfer to homeschool and have their educator state they are passing in that semester to become eligible academically without verification of number of classes and passing work, etc. Also, the nonpublic school administrator or home school educator must demonstrate the student is on course to graduate complying with the MHSA semester and age rules.*

### **Age Rule**

A student who turns 19 after midnight August 31<sup>st</sup> is age eligible. Any 19 year old (who turns 19 on or before midnight August 31<sup>st</sup>) can file a waiver of the age rule if the following is proved by the student – 1) student does not create a safety risk, 2) student does not skew the overall competitiveness of the activity, 3) participation will not exclude others, and 4) the student meets all necessary criteria to participate in MHSA activities.

### **Semester Rule**

Students are eligible for eight consecutive semesters and the semesters start to accrue after entering the ninth grade.

*The principal will verify when the student began high school coursework which will begin his/her semester accrual. (Eight consecutive semesters once they start ninth grade coursework and semester accrue whether they are attending school or not).*

**Dual Participation** – No student may establish eligibility concurrently at two member schools. Dual enrollment is not recognized for the purpose of eligibility in MHSA activities.

*A homeschool or nonpublic school student who participates at a MHSA member school is not eligible to concurrently participate in the same sport/activity that he/she participates in at the member school in any other league (nonpublic or home school). This provision protects member schools and nonpublic and home school leagues regarding dual participation.*

### **ü Graduate Students**

Any student who meets any of the following criteria shall be ineligible to participate in any Association Activity:

- a. The student is a graduate of a regular four-year high school.

- b. The student is a graduate of a secondary school which has the same requirements for graduation as a regular four-year high school.
- c. The student has earned enough credits to entitle him/her to be graduated from the high school and has completed eight semesters of high school.
- d. The student has received a high school equivalency diploma (GED or *HiSET*)

### Interpretations

- 1. A student who graduates the first semester is ineligible for the second semester.
- 2. A student who has earned enough credits to graduate the first semester but remains enrolled and graduates on the regular date remains eligible to participate.
- 3. Senior students who are currently eligible in their eighth semester (4th spring) will continue to be eligible for all interscholastic activities even though graduation exercises precede the completion of interscholastic activities for that specific year. If a student has earned a GED or *HiSET* he/she is considered a high school graduate and is not eligible to compete in any MHSAA sanctioned activity.

### **Physical Exams**

Physical exams are required for students participating in MHSAA sanctioned sports. The exam is valid for one school year and the MHSAA form must be used. This examination must be certified by *a* licensed medical professional acting within the scope and limitations of his/her practice. Physicals performed before May 1<sup>st</sup> are not valid for the next school year.

### **Initial Required Number of Practices Rule**

The initial required amount of practices (ten (10) for football, basketball, tennis, soccer, cross country, track and field, softball, wrestling, and swimming and two (2) for golf for each individual must be completed as a comprehensive, regularly scheduled team practice with the full coaching staff present.

### Frequently Asked Question (FAQ's)

Nonpublic (NP) – Home school (HS)

- 1) *Can nonpublic or home school students participate in MHSAA member school extra-curricular activities. Yes, if they meet the requirements of 20-5-109.*
- 2) *Does that include HS students having to register with the County Superintendent? Yes, 20-5-209, #5*

- 3) *Does that include providing an organized course of study that includes instruction in the subjects required of public schools and provide the minimum aggregate hour of pupil instruction?* Yes, 20-5-109, #3 and # 4 – pursuant to 20-7-111 Also, see question #9.
- 4) *Are NP and HS participants families required to live in the attendance area of the school?* Yes, the student must live in your school’s attendance area – the nonpublic and/or home school student’s entire family must live in the attendance area of the school they participate at. Administrators must verify that the entire family lives in their attendance area.
- 5) *Can NP or HS students transfer?* No, they are only eligible at the school in their family’s attendance area.
- 6) *Are incoming ninth grade NP or HS students eligible at any school they start at like regularly enrolled students?* No, NP or HS students are only eligible at the school in their family’s attendance area.
- 7) *How is academic eligibility established for NP?* The students’ academic eligibility must be attested by the head administrator of the nonpublic school.
- 8) *How is academic eligibility established for HS?* Academic eligibility must be attested in writing by the educator providing the student instruction with verification by the MHSAA school principal.
- 9) *What academic achievement must NP and HS participants meet to be academically eligible?* A home school and/or nonpublic school student must demonstrate they have passed four half credit classes in the previous semester (90 school day period). This is meeting the same standard as regularly enrolled students.
- 10) *Are the same grading periods used for NP and HS participants?* Yes:
- Grading Period – one semester (one half of a school year – approximately 18 school weeks or 90 school days).
  - A participant must have received a passing grade and received credit in at least twenty hours of prepared class or work or its equivalent in the last previous semester in which he/she is enrolled.
- 11) *Can NP and HS participants who are academically ineligible participate in any Association contest?* No, just like regularly enrolled students they cannot participate in an Association Contest (varsity or sub varsity) for a period of one semester. They can practice if the school allows but they cannot suit up or participate in any games at any level of competition.
- 12) *Do NP and HS participants have to demonstrate they are academically on schedule to graduate?* Yes, the nonpublic school administrator or home school educator must demonstrate the student is on course to graduate complying with the MHSAA semester and age rules.
- 13) *Is there an age rule for NP and HS participants?* Yes - A student who turns 19 after midnight August 31st is age eligible. A student who has become 19 on or before midnight, August 31 of a given year is ineligible.
- 14) *Is there a semester rule for NP and HS participants?* Yes - Students are eligible for eight consecutive semesters and the semesters start to accrue after beginning coursework for the ninth grade. The principal will verify when the student began high school coursework which will begin his/her semester accrual. (Eight consecutive semesters once they start ninth grade coursework and semester accrue whether they are attending school or not).
- 15) *How does dual participation work for NP and HS participants?* A homeschool or nonpublic school student who participates at a MHSAA member school is not eligible to concurrently participate in the same sport/activity that he/she participates in at the member school in any other league (nonpublic or home school). This provision protects member schools and nonpublic and home school leagues regarding dual participation.
- 16) *Can a NP or HS student participate in basketball at the member school they are eligible and at the same time participate in basketball in the home school or private league?* No, they cannot participate concurrently in the same sport.
- 17) *Can a NP or HS student participate in basketball at the member school they are eligible and then participate in basketball for the home school or private league at a different time than MHSAA basketball?* Yes, as long as it is not concurrent.
- 18) *Can a NP or HS student participate in volleyball at the member school they are eligible and then participate in another sport besides volleyball in a home school or nonpublic league at the same time?* Yes, as long as it is not the same sport concurrently.



19) *If a NP or HS student graduates (receives enough credits to complete the high school coursework) are they eligible?* Any student who meets any of the following criteria shall be ineligible to participate in any Association Activity:

- a. The student is a graduate of a regular four-year high school.
- b. The student is a graduate of a secondary school which has the same requirements for graduation as a regular four-year high school.
- c. The student has earned enough credits to entitle him/her to be graduated from the high school and has completed eight semesters of high school.
- d. The student has received a high school equivalency diploma (GED or HiSET)

Interpretations

1. A student who graduates the first semester is ineligible the second semester.
2. A student who has earned enough credits to graduate the first semester but remains enrolled and graduates on the regular date remains eligible to participate.
3. Senior students who are currently eligible in their eighth semester (4th spring) will continue to be eligible for all interscholastic activities even though graduation exercises precede the completion of interscholastic activities for that specific year. If a student has earned a GED or HiSET he/she is considered a high school graduate and is not eligible to compete in any MHSAA sanctioned activity.

20) *Are NP and HS participants required to have a physical exam before competing in MHSAA sanctioned sports?* Yes, Physical exams are required for students participating in MHSAA sanctioned sports. The exam is valid for one school year and the MHSAA form must be used. This examination must be certified by a licensed medical professional acting within the scope and limitations of his/her practice. Physicals performed before May 1st are not valid for the next school year.

21) *Are NP and HS participants required to complete concussion education each year?* Yes, parents and participants must complete the forms provided by the school before their first practice.

22) *Are NP and HS participants required to pay any participation, white fees, etc. that are required of regularly enrolled participants?* Yes

23) *Can schools charge NP or HS participants any additional fees that are not required of all participants?* No

24) *Are NP and HS participants required to follow other school and team rules and policies (training rules, additional academic rules, practice attendance, drug testing permissions etc.)?* Yes, as long as they do not pertain to enrollment.

25) *Can HS or NP eighth grade students participate in MHSAA sports/activities?* No, only grades 9-12 whose family lives in the high school attendance area.

26) *Can HS or NP students participate in summer organized practices / open gym-fields etc.?* Yes, after July 1 as long as their entire family lives in your school attendance area and they verbally commit to the school administration in their attendance area for the activity they are planning to participate.

20-5-109. Nonpublic school requirements for compulsory enrollment exemption. To qualify its students for exemption from compulsory enrollment under 20-5-102, a nonpublic or home school:

- (1) shall maintain records on pupil attendance and disease immunization and make the records available to the county superintendent of schools on request;
- (2) shall provide at least the minimum aggregate hours of pupil instruction in accordance with 20-1-301 and 20-1-302;
- (3) must be housed in a building that complies with applicable local health and safety regulations;
- (4) shall provide an organized course of study that includes instruction in the subjects required of public schools as a basic instructional program pursuant to 20-7-111; and
- (5) in the case of home schools, shall notify the county superintendent of schools of the county in which the home school is located in each school fiscal year of the student's attendance at the school.

The same standards (MHSAA and Local School Policies) must be met as those required of full-time students enrolled in the school (exception- enrollment in the school). The same MHSAA rules apply including age, semesters, academics (see below) and attendance area residence. Only enrollment is waived.



## Student-Athlete & Parent/Legal Guardian Concussion Statement

Because of the passage of the Dylan Steigers’ Protection of Youth Athletes Act, schools are required to distribute information sheets for the purpose of informing and educating student-athletes and their parents of the nature and risk of concussion and head injury to student athletes, including the risks of continuing to play after concussion or head injury. Montana law requires that each year, before beginning practice for an organized activity, a student-athlete and the student-athlete’s parent(s)/legal guardian(s) must be given an information sheet, and both parties must sign and return a form acknowledging receipt of the information to an official designated by the school or school district prior to the student-athletes participation during the designated school year. The law further states that a student-athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from play at the time of injury and may not return to play until the student-athlete has received a written clearance from a licensed healthcare provider.

**Student-Athlete Name:** \_\_\_\_\_

*This form must be completed for each student-athlete, even if there are multiple student-athletes in each household.*

**Parent/Legal Guardian Name(s):** \_\_\_\_\_

We have read the *Student-Athlete & Parent/Legal Guardian Concussion Information Sheet*. ***If true, please check box*** After reading the information sheet, I am aware of the following information:

Student-Athlete Initials		Parent/Legal Guardian Initials
	A concussion is a brain injury, which should be reported to my parents, my coach(es), or a medical professional if one is available.	
	A concussion can affect the ability to perform everyday activities such as the ability to think, balance, and classroom performance.	
	A concussion cannot be “seen.” Some symptoms might be present right away. Other symptoms can show up hours or days after an injury.	
	I will tell my parents, my coach, and/or a medical professional about my injuries and illnesses.	N/A
	If I think a teammate has a concussion, I should tell my coach(es), parents, or licensed healthcare professional about the concussion.	N/A
	I will not return to play in a game or practice if a hit to my head or body causes any concussion-related symptoms.	N/A
	I will/my child will need written permission from a licensed healthcare professional to return to play or practice after a concussion.	
	After a concussion, the brain needs time to heal. I understand that I am/my child is much more likely to have another concussion or more serious brain injury if return to play or practice occurs before concussion symptoms go away.	
	Sometimes, repeat concussions can cause serious and long-lasting problems.	
	I have read the concussion symptoms on the Concussion fact sheet.	

**Signature of Student-Athlete** \_\_\_\_\_ **Date** \_\_\_\_\_

**Signature of Parent/Legal Guardian** \_\_\_\_\_ **Date** \_\_\_\_\_

**Please sign this copy and return to school office**  
**PLAINS SCHOOLS' EXTRACURRICULAR  
DRUG TESTING CONSENT FORM**

I have received and have read and understand a copy of the Plains Schools' "Extracurricular Activities Drug-Testing Program". I desire that \_\_\_\_\_ participate in  
(print student name on line above)  
this program and in the extracurricular program of Plains Schools' and hereby voluntarily agree to be subject to its terms for the entire high school career (grades 9-12). I accept the method of obtaining urine specimens, testing, and analyses of such specimens and all other aspects of the program. I agree to cooperate in furnishing urine specimens that may be required from time to time.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all State and Federal Privacy Statutes and is a waiver of rights to nondisclosure of such test records and results only to the extent of the disclosures in the program.

Student Signature \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

\*\*\*\*\*

I have decided **NOT** to participate in any extracurricular activities sponsored by Plains Schools' for the remainder of this school year. In order for me to participate in the extracurricular activity program at a later date, I understand that I must submit to urinalysis.

Student Signature \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

School District No. 1  
Plains Public School  
Plains, Montana

**Permission To Participate**

**YOU MUST READ AND SIGN THIS WARNING OF RISK STATEMENT FORM AND GIVE YOUR PERMISSION TO PARTICIPATE BEFORE YOUR SON OR DAUGHTER MAY PARTICIPATE**

**WARNING RISK IN PARTICIPATING IN ATHLETICS**

Every sport contains inherent risks and it is impossible to eliminate all the risks of injury in a sport. Although the contact is limited by the rules, the game by its makeup creates contact which can and does cause injuries to the players.

The danger and risk of playing or practicing include, but are not limited to, injuries incurred while running, jumping, turning, tackling, and blocking while playing the game. Contact while performing these activities, with the floor, players or other objects can also produce a variety of injuries. While most of these injuries are not of a serious nature they do range from minor bumps, bruises, contusions to major sprains, breaks or spinal or head injuries. Thus it is important that you and your son or daughter, know, understand, and appreciate the risks and understand that the dangers and risks of playing or practicing include, but are not limited to death, serious neck and spinal injuries which may result in complete or partial paralysis, brain damage, serious injury to virtually all bones, joints, ligaments, muscles, tendons, and other aspects of the musculoskeletal system, and serious injury or impairment to other aspects of player's body and general health and well-being.

**INSURANCE TO PAY EXPENSES OF MEDICAL TREATMENT IS THE RESPONSIBILITY OF THE PARENT OR GUARDIAN.**

**STATEMENT BY PARENT OR GUARDIAN**

I hereby give my permission for \_\_\_\_\_ to participate in athletics. I further agree to hold the school, its Trustees, officers, and employees harmless and free from liability for any injury that might occur during participation in this event, except in the case of negligence.

Name of Insurance Company \_\_\_\_\_

Signature: Parent or Guardian \_\_\_\_\_

Date \_\_\_\_\_

# PLAINS SCHOOL STUDENT ACTIVITIES/ATHLETIC HANDBOOK SIGN-OFF 2023-2024 School Year

My signature on this document verifies my consent and understanding on the following documents:

1. I have received a copy of the **Plains School Student Activities/Athletic Handbook** for the 2023-2024 school year. I have read and understand the policies and procedures as outlined in the handbook and agree to follow and abide by said policies and procedures.

---

_____ Parent Signature	_____ Date
_____ Student Signature	_____ Student Signature
_____ Student Signature	_____ Student Signature
_____ Student Signature	_____ Student Signature

**PLEASE RETURN THIS SIGN-OFF SHEET TO THE OFFICE. STUDENTS WILL NOT BE ALLOWED TO PARTICIPATE UNTIL THIS FORM HAS BEEN SIGNED AND RETURNED THE SCHOOL.**

## PHS TRAINING RULES

These regulations will cover all participants in sports during the entire sports season:

1. Alcoholic beverages, narcotics, and tobacco shall not be used by any athlete, manager or statistician of Plains School. Users will result in automatic expulsion from the squad. In addition, the student must fulfill the requirements of the student handbook that apply to alcohol, narcotics and tobacco.
2. Any athlete, manager or statistician in attendance at peer group functions where alcohol is knowingly being consumed, will be in violation of this training policy and subject to suspension.
3. Athletes will comply with the curfew regulations established by the coaching staff. Coaches may adjust curfew times for special activities.
4. Wearing apparel shall be suitable as to present a desirable image to the public. Personal appearance based on neatness and cleanliness is expected.
5. The general conduct of athletes representing Plains School and the Town of Plains shall be a level as to bring credit to the school and community. Minor offenses and continued unacceptable behavior may accumulate to the degree where the coach must suspend an athlete from participating.
6. Athletes must attend school for at least four consecutive class periods of the school day immediately preceding the event (including practices, games, and departures for events). Also, students must participate in practice the day before the event (extenuating circumstances will be evaluated by the Athletic Director and High School Principal).
7. Any student receiving three detentions will be suspended from the team.

Students who sign the contract are making a commitment to themselves, their teammates, their school and community. It takes a great deal of self-discipline and cooperation to live by these rules. As a member of the team, it is your sole responsibility to either uphold the conditions of this contract or be penalized.

I have read, understand, and do accept the responsibility of upholding the conditions of this contract.

\_\_\_\_\_

Student Signature

Date

\_\_\_\_\_

Parent/Guardian Signature

Date