

# Activities Handbook



**2023-2024**

## **Changes**

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## **INTRODUCTION**

We would like to take this opportunity to welcome you to the Knox County R-I School Activities program and wish you the best of luck in your endeavors. Always remember that you are representing your team, school, and community in addition to yourself.

This handbook should answer many of your questions concerning involvement in Knox County Secondary / Middle School activities. If you have further questions or comments, please call the principal's office at 660-397-2888.

## **PHILOSOPHY**

We believe that the opportunity for participation in a wide variety of student-selected activities is a vital part of the student's educational experiences. These experiences contribute to the development of learning skills and emotional patterns that enable that student to make maximum use of his or her education.

The student activities program allows the school to meet those objectives not fully served through regular classroom instruction and is therefore, considered an extension of the overall program of education. Participation in the Knox County School district's activity program is a privilege that a student must earn and maintain. Students accomplish this by accepting standards that promote citizenship, recommended academic performance and responsibility. Participants will have the opportunity to represent our school and community. They will also serve as examples for other students and therefore, must be considered a credible school citizen by society and be prepared to accept the specific guidelines set forth by the District, sponsors and the governing bodies of the activities in which they choose to participate.

## **SPORTSMANSHIP**

As a participant representing the Knox County R-I School and community, you have the responsibility to exhibit good sportsmanship at all times. As a member of the extra-curricular program, you become a representative of your family, the student body, your school, and your community. The coaching staff and sponsors will expect all participants to conduct themselves as champions in the athletic arena, the classroom, and in everyday life. The coaching staff and sponsors will inform participants of district expectations.

A winning philosophy is important, but realizing the importance of how the game is played is equally important. Simple acts or gestures of respect - such as displaying good conduct, cooperating with officials, shaking hands with opponents, before and after the

contest, showing self-control at all times, accepting decisions and abiding by them, and never being boastful or bitter -- will aid you and your team in portraying the standards of sportsmanship expected of athletes at Knox County High School.

## **PARENTS AND SPECTATORS**

Parents and spectators are encouraged to cheer their teams with enthusiasm while exhibiting good sportsmanship. The school will not tolerate, being on the floor before, during, and after the game, or berating the officials. These actions can have the following consequences:

**1<sup>st</sup> offense** – verbal warning

**2<sup>nd</sup> offense** - removal from school event *and* meeting with the administrative staff along with possible suspension from attending the next competition at that level.

**Subsequent offense** -meeting with the administrative staff and suspension from attending any other games for that season.

These apply to home and away games. Suspensions not fulfilled will be carried over into the following year.

### **Issues Not Appropriate to Discuss With the Coaches at Any Time**

1. Playing time.
2. Team Strategy.
3. Play calling.
4. Other student-athletes/participants.

There are situations that may require a conference between the coach and the parent. When these conferences are necessary, the following procedures will help promote a resolution to the issue of concern:

1. Contact the Coach and request a meeting. If appropriate/required, include the Athletic Director.
2. Contact the Athletic Director to coordinate a meeting.
3. Do not confront a coach or interfere with the players before, during, or after a contest or practice unless your student has been injured. Parents and spectators should not enter the locker room, dugout, or be on the sidelines before, during or after a contest or practice unless they have the coach's permission. These can be emotional times for both the parent and the coach. Meetings of this nature usually do not promote resolution.

If these procedures are not followed the parent or spectator may face the following consequences:

**1<sup>st</sup> offense-** meeting with the administrative staff and suspension from attending the next competition at that level.

**Subsequent offense-** meeting with the administrative staff and suspension from attending any other games for that season.

These apply to home and away games. Suspensions will carry over into the following year, as necessary.

## **ELIGIBILITY**

Eligibility is a privilege granted by the school to a student; this privilege allows that student to participate in interscholastic athletics and activities. Eligibility is not a student's right by law. Precedent- setting legal cases have determined that eligibility for athletics and activities is a privilege to be granted only if the student meets all school-adopted standards.

We at Knox County R-I highly encourage participation in extra-curricular activities. Extra-curricular activities are extremely important to the well-rounded development of students. Participation in extra-curricular activities also carries responsibility and is a privilege granted to those who fulfill their responsibilities in meeting the standards of the State, the school, and the local community.

Minimum standards of eligibility are as follows:

1. The student must be a creditable high school citizen.
2. Students must attend all of their 8 classes the day an activity is to take place, unless excused by the Principal.
3. Students serving out-of-school suspension will be ineligible to attend or participate in extra-curricular activities during the time of suspension. However, coaches may still require ISS students to attend practices even though they are ineligible to compete in games.

4. Coaches/sponsors in charge of an activity may deny the student the privilege of participating if rules prescribed by the coach/sponsor are broken.
5. Students participating in activities or athletics must meet the following standards as well as those listed above:
  - a. The student must have successfully passed 3.5 units of credit the preceding semester.
  - b. The student must meet all standards of eligibility and meet all regulations listed in the MSHSAA Handbook. The sponsor will be responsible for informing students of these rules.
6. Students participating in extra-curricular activities must maintain a 1.5 GPA (C-) average with no failing grade (F) to remain eligible by local standards. Each Monday following mid-term, grades will be checked and coaches and students will be notified of any changes to eligibility. A student that is ineligible due to a failing grade will be allowed to practice, but may not participate in any contest and will not be allowed to travel with the team. In the event that a student receives a failing grade at the end of any quarter, that student will be ineligible until the mid-term grade check the following quarter. If the student is passing all classes at mid-term, full eligibility will be reinstated. Students may practice but will not travel with the team for away contests. They may attend home games.

### **DUAL ACTIVITIES PARTICIPATION**

A student may not participate in more than one activity (MSHSAA sponsored) per season except under the following conditions:

1. The student must have an average GPA of 2.5 with no grade below a C the previous semester. If any grade falls below a C during the season, student must drop the second activity.
2. A student will declare his/her #1 priority activity before either practice season starts. This will determine which activity he/she practices if the practice times conflict and/or in which contest he/she participates if the playing times conflict.
3. A student must fill out a **Dual Activities Participation Form** available in Family ID or from the coach or athletic director. The student, parent(s) *and* both coaches must sign this form.
4. A student going out for one activity may not, after the first week of practice, quit one sport and go out for the other. Any student “cut” from one squad may go out for the other activity.
5. Competition will always take priority over practice.



6. If contests conflict, district and state competition (MSHSAA) competition will take priority over regularly scheduled or conference level events.
7. A student will make all practices in both activities if they do not conflict.

## **ACTIVITIES AND ATHLETICS GOOD AND CREDITABLE CITIZENSHIP**

Because students are representatives of their school district and their community, the District requires that all students maintain themselves as good and creditable citizens. Good and creditable citizenship requires that students agree to accept their obligations to attend school on a regular basis and to comply with the District's discipline code as set forth in Policy 2610 and Regulation 2610.

Good and creditable citizenship also requires that students accept their responsibility to contribute to providing a safe and positive school environment and community; that students fulfill their responsibilities at school and in the community in an honorable and trustworthy manner; and that students comply with standards of good discipline so as not to bring discredit to themselves, their school, or their community.

Standards of good discipline include, but are not limited to: orderly, lawful conduct; self-control; honesty; integrity; and accountability. Behavior that would not conform to the standards of good discipline includes, but is not limited to; possession or use of tobacco or vaping products; possession or use of alcohol; possession or presence under the influence of a controlled substance; sale of a controlled substance or substance to be a represented controlled substance; use of physical force with the intent to do bodily harm; possession of a weapon; intentionally causing or attempting to cause a fire or explosion; unwanted physical touching of others; intimidation of others; disruptive behavior; theft; vandalism; truancy; use of obscene or vulgar language; and defiance of authority.

### **Social Media**

Students involved in activities are representatives of the school and community. The activities department requires students to exercise good judgment in their use of social media websites, and to conduct these activities in a responsible and respectful manner. It is impermissible for students to post information, photos, or other representations of sexual content, inappropriate behavior (e.g., drug or alcohol use), or items that could be interpreted as demeaning or inflammatory. Students are required to abide by all team policies, activities department policies, and District rules/acceptable use

policies when utilizing social media websites. It is not permissible to comment on injuries, officiating, or team matters that could reasonably be expected to be confidential to team members. Students are required to follow all respective social media website rules.

## CITIZENSHIP STANDARDS

*The following policy is copied directly from the MSHSAA Handbook (2021-22):*

### 2.2 CITIZENSHIP REQUIREMENTS

2.2.1 Citizenship: Students who represent a school in interscholastic activities must be creditable citizens and judged so by the proper authority. Those students whose character or conduct is such as to reflect discredit upon themselves or their schools are not considered “creditable citizens.” Conduct shall be satisfactory in accord with the standards of good discipline.

#### 2.2.2 Law Enforcement:

a. A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded and any penalty (i.e. jail time, fine, court costs, etc.) or special condition of probation (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies.

b. After a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation only, local school authorities shall determine eligibility.

c. Moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol, or injuries to others. (Editor’s Note: If a traffic offense is accompanied by an act covered in letter a above, such as property damage, bench warrant, etc., eligibility will be delayed per letter a.)

## SECTION 2

### 2.2.3 Local School:

a. A student who violates a local school policy is ineligible until completion of the prescribed school penalties.

b. The eligibility of a student who is serving detention or in-school suspension shall be determined by local school authorities.

c. A student shall not be considered eligible while serving an out-of-school suspension.

d. If a student misses class(es) without being excused by the principal, the student shall not be considered eligible on that date. Further, the student cannot be certified eligible to participate on any subsequent date until the student attends a full day of classes.

e. Each individual school has the authority to set more restrictive citizenship standards and shall have the authority and responsibility to judge its students under those standards.

f. Each school shall diligently and completely investigate any issue that could affect student eligibility.

2.2.4 Expulsion: A student who is expelled from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion. An expulsion is prompt removal of a student from school following the conduct for which the student is under discipline, whereby the student is not allowed to return to school until either an appeals process reinstates the student or the duration is fulfilled. However, this period of ineligibility shall not apply to any student expulsion for conduct otherwise protected by law which does not materially and substantially interfere with the requirements of appropriate discipline in the operation of a school.

2.2.5 Student Responsibility: Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the situation prior to the school's discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the Board of Directors.

## **KNOX COUNTY HIGH SCHOOL PARTICIPATION STANDARDS**

The Knox County High School extra-curricular program is an important part of the total education process. It is designed to assist the student in becoming a well-rounded and responsible individual. Therefore, it is essential for every participant to discipline himself in the following rules of conduct:

1. A student receiving out-of-school suspension will not attend or participate in any scheduled activity. The coach or sponsor and the principal may also recommend other action.
2. A student receiving in-school suspension may practice but may not attend or participate in a game or event for the day of the suspension.
3. Any student who, at any time or place, is involved in, charged with or admits to, or is convicted of violating the law by committing an offense punishable by the law as defined in federal and state statute and municipal ordinances, except for minor traffic violations, or is found to be delinquent by Missouri Law, shall be subject to being declared ineligible for a period of time appropriate for the offense. (Fines, community service, etc., must be completed.)

## **KNOX COUNTY R-1 ACTIVITIES POLICY FOR ALCOHOL, TOBACCO, AND ILLEGAL DRUGS**

During the school year, or during the season of practice, or play, regardless of the quantity, a student shall not have in possession or use a beverage containing alcohol; use or possess tobacco (including smokeless), use or possess electronic cigarettes (Policy 2640), or use or consume, have in possession, buy, sell or give away marijuana (barring specific exceptions granted in Policy 2871) or any substance defined by law as a controlled substance. It is not a violation for a student to be in possession of a legally defined controlled substance specifically prescribed for the student's own use by his/her doctor. (The following are only minimum guidelines. For clarification purposes a week is defined as seven (7) calendar days). The following are consequences for tobacco, alcohol, and other mood altering drugs or medication that are not prescribed to that student. Non-prescribed mood-altering drugs or medications are an automatic loss of athletic eligibility for 365 days.

### **Tobacco Substances (including electronic cigarettes) and Alcoholic Beverages**

**First Violation Penalty:** The student/athlete shall be ineligible for a minimum of 20% of his/her competitive season. The student must meet all other team obligations. **Subject to Carryover, see question five.**

**Second Violation Penalty:** The student/athlete shall be ineligible for a minimum of 40% of his/her competitive season. The student must meet all other team obligations. **Subject to Carryover, see question five.**

**Third Violation Penalty:** The student/athlete shall be ineligible for 365 days, beginning with the date of the violation.

**Fourth Violation:** The student/athlete shall be ineligible to participate for the remainder of his/her scholastic career.

## **Non-prescribed Mood-Altering Drugs or Medication**

First Violation Penalty: The student/athlete shall be ineligible for 365 days, beginning from the date of the violation.

Second Violation Penalty: The student's athletic eligibility is terminated.

## **Rules Interpretation (Questions and Answers)**

The percentage penalties assessed against the total average matches/contests played during tournaments shall be counted the same as individual matches/contests. For example: if the basketball team plays an average of 26 games, including tournaments, then  $.40 \times 26$  would be 10.4 games. Since decimals are to be rounded up, the total number of games missed would be 11. The actual penalty may be greater in an individual sport where tournaments advancement requires preceding wins.

This handbook and the penalties apply to all 6-8/9-12 grade students participating in athletics/activities. After completion of the 8<sup>th</sup> grade all offenses will be considered high school offenses, and students will start with 0 offenses.

### **Question 1: What is meant by team obligations?**

The coach/sponsor of the activity defines team obligations.

### **Question 2: Do the rules cover summer vacation?**

**Yes. Students are expected to conduct themselves as good citizens during the period of summer vacation. (In this case, local policy is more stringent than the MSHSAA policy.)**

### **Question 3: What is meant by the phrase, "Next consecutive interscholastic event?"**

Following confirmation of the violation, the student would lose eligibility to participate in the next event(s), which occur in a consecutive chronological sequence. The contest(s) cannot be selected.

### **Question 4: What solution is created by specifying loss of events as a penalty for all violations?**

Without loss of events as a penalty a student could time an offense to occur over an open season, not lose eligibility for any activities, and regain eligibility next season. Under the current rules, a violation can be held over the next season and ensures the certainty of the penalty.

### **Question 5: Is there a carry over from one season to the next?**

The loss of eligibility carries over to the next season in which a student participates. Example: If a student commits a violation during the last contest of the season, he/she loses eligibility (as per consequences of the category involved) in the next season of participation. Thus, there is a carry over from one season to the next.

## **APPEALS PROCESS**

All participants will be afforded due process. A student and parent/legal guardian may appeal a suspension that results in loss of eligibility. The appeal must be presented in writing within ten calendar days to the high school principal. The written appeal must include specific reasons for a committee review. The committee will consist of the following people: High School Principal, Athletic Director, two members of extra curricular staff (not involved in that particular activity), and two faculty members. (High School Principal will not vote on appeals). The student and parent/legal guardian may appear before the appeal committee. The committee will explore the incident thoroughly and a decision will be made based on their findings. Any decision may be appealed to:

1. Principal
2. Superintendent of Schools
3. Board of Education

## **PERSONAL APPEARANCE**

The personal appearance of the athlete should be a credit to the school. On the day of an event, students will dress professionally, according to guidelines established by coaches and/or sponsors.

## **TRANSPORTATION OF STUDENTS**

Students traveling to a school activity will travel in school busses. The principal must approve any exception to this rule. Each group must have a faculty member in charge. Students may be signed out to parents or guardians at the conclusion of their competition, subject to the guidelines established by the principal and the coach/sponsor.

## **ABSENCES FROM PRACTICE**

Coaches/sponsors will establish specific criteria with regard to excused and unexcused absences. A coach or sponsor may determine that conditioning or other related work must be performed for either unexcused or excused practices or game absences. Coaches may schedule practices and games during school vacation times. Coaches will make practice schedules known well in advance. Students and parents must pre-arrange any absence with the coach or sponsor.

## **REQUIREMENTS TO LETTER**

Middle school students who complete the sports season in good standing shall receive a certificate of participation. An athlete who is in good standing has no unexcused absences from practice, and completes the season as part of the team. In the event of an accident or injury, an athlete shall continue to support the team and attend practices and games unless otherwise instructed by the coach.

Varsity athletes must have no unexcused absences from practice, be in good standing, and participate in at least 25% of the varsity contests on the schedule for their respective sport. The athlete shall receive a Varsity Knox County patch in the first sport in which he or she letters. A service bar will be awarded for each subsequent sport in which the athlete earns a varsity letter.

## **INSURANCE AND PHYSICAL EXAMS**

The district will require of each student participating in athletics a physician's certificate stating that he or she is physically able to participate in competition for the school year. **Students may NOT practice or compete without a current physical on file.**

Before any student/athlete may participate in any practice or game, a written verification of basic accident insurance coverage must be on file in the high school office or in Family ID.

The school highly encourages Arbiter Sports registration for each family with students participating (or who may be participating) in extra-curricular activities. The registration website is at <https://www.familyid.com/knox-county-r1-school-district> . By using this website, families can register family members for an entire year (instead of at each sports season) and all documents and signatures are electronic and kept on file available for review at any time. Student physicals will be uploaded and maintained on this website for review by the family, at any time.

## **BOARD POLICY ON DRUG AND ALCOHOL TESTING**

### **STUDENTS**

### **Policy 2922**

#### **Activities and Athletics**

#### **Drug and Alcohol Testing Program for students involved in Extra-Curricular Activities**

The Knox County R-I School District recognizes that alcohol and drug abuse are serious problems today in America, and schools including the Knox County R-I District-are not immune. Even students involved in school-sponsored activities are increasingly using alcohol and are experimenting with other controlled substances. Some students are also attracted to so-called “performance-enhancing” drugs, such as steroids, in misguided efforts to increase their strength and endurance. Private industry, government, schools and colleges throughout the country are paying serious attention to the problems of alcohol and drug use by athletic teams and participation in other extra-curricular activities. The administration of the Knox County R-I School District has noted and documented, both formally and informally, an increase in the use of drugs and alcohol by its students, including those participating in extra-curricular activities.

It is the District’s position that drug usage is inconsistent with the principles of participation in extra-curricular activities. Students representing the School District in extra-curricular activities are respected and admired by a large segment of the student body. To participate in such activities, students are expected to hold themselves as good examples of conduct, citizenship, sportsmanship and training. This includes avoiding drug and alcohol usage. Drug and alcohol use causes serious physical, mental and emotional harm. A student athlete



or participate in extra-curricular activities who uses drugs is a danger to him or herself as well as other students. The School District's students are entitled to drug -free participation in extracurricular activities.

The Knox County R-I School District reserves the right to conduct a program of drug testing for students in extra-curricular activities for the illegal use of controlled substances and alcohol, as defined by applicable law that may present a safety risk during activities. Other purposes of the program include prevention of drug and alcohol usage; education of students and their parents or guardians about the serious physical, mental and emotional harm caused by alcohol and drug abuse; and maintaining a school environment where students can be free from alcohol and drug abuse.

For this purpose, any students participating in any extra-curricular activity practice and/or contest, under the control and jurisdiction of the district will be subject to drug testing the period commencing with first day of practice authorized by the district for any activity and ending on the last day of student participation in that activity. Students who do not participate in the drug-testing program will suffer no adverse consequences, but may not participate in any extra-curricular activities.

The drug-testing program in addition to other policies and practices of the School District in dealing with drug and alcohol possession or use where reasonable suspicion is obtained by means other than the random sampling discussed here.

**Consent:** The parent or guardian and the student participant will be required to sign a written consent for testing prior to participating in the specific activity. Upon the refusal to be tested, the participant will be suspended from the activity of the remainder of the season.

**Medication:** Student participants who have been or are taking prescription medication must provide verification (either by copy of the prescription or by a written physician's statement) after testing has shown a positive result. This information may be provided confidentially by the student, or parent or guardian, to the testing laboratory upon request by the school administration. The administration will provide a number, code or other means of identification for the student to provide the laboratory with such information so as not to personally identify the student. Students who refuse to provide information required for verification and who test positive will be subject to the consequences specified for positive tests.

**Selection:** All student participants may be tested at the beginning of a season. Random testing may be conducted during any season on students participating in any extra-curricular activity. Each student will be assigned an identification code. The Activities Director will

maintain one cross-referenced list of names and numbers. Only the Activities Director will have access to this list. Students will have their identification codes drawn by an administrator at random from a pool of all student participants during that season. When a selection for testing is done, the numbers of all students currently participating in activities from the school will be placed in a box and the specified number will be drawn. Alternatively, the drug testing company may assign numbers and supply the AD a randomized listing of students selected for testing.

**Privacy and Confidentiality:** Parents of students who are under 18 and who still have the right to access of student records will receive all information applicable to the testing of their children under this policy. All information and records relating to a student's participation in the testing program under this policy shall remain confidential and shall be maintained in a separate file. The contracted laboratory will collect the samples. The laboratory will use standard testing procedures.

**Testing:** Testing will be administered by urinalysis. Appropriate steps will be taken to respect the privacy of students while at the same time preventing the falsification of the testing. Testing procedures shall be conducted according to procedures designed to ensure the integrity of specimens and chain of custody of specimens.

Testing laboratories will be given a student's name or personally identifiable information about a student. All students tested during a season will be tested for the same substance. Students will be given reasonable notice under the circumstances of the time, place and manner in which they'll be required to provide a sample. Test results will remain confidential, and will only be released on a need to know basis in accordance with applicable law.

**Positive Test:** If a student's test is positive, a second test will be administered as soon as possible to confirm the initial results. If the second test is negative, no further action will be taken. If the second test is positive, the student and his/her parent will be notified. Coaches and sponsors will not be informed for which substance or substances a student tested positive.

**Consequences:** Consequences for positive results shall be suspension from participation in all extra-curricular activities until the student tests negative. At a minimum, the student will be suspended from the activity in which he or she was participating for ten days. After a student tests positive, any additional testing or education and counseling required of the student in order to participate shall be at the expense of the student, parents or guardian. If a student tests positive a second time during any season in one school year, he or she will be suspended from all extra-curricular activities for that school year. As a condition of further participation in extra-curricular activities after a student tests positive, the student shall be subject to additional non-random testing for a period of one calendar year from the date of

the positive test at such times as the administration shall determine. Such additional drug testing shall otherwise follow the same procedures utilizing in initial drug testing. The refusal to submit to additional testing during such period or a second positive test during such period shall disqualify a student from further participation in extra-curricular activities for a period of one calendar year subject to testing in the same manner as applicable to other students participating in extra-curricular activities.

Appeals: Students may appeal any suspension or disqualification from activities under this policy.

\*Extra-Curricular activities are voluntary in participation; these activities are competition between other school districts or school-sponsored clubs.

Activities that fall under the testing program:

Baseball (grades 9-12)

Basketball (grades 6-12)

Campus Bowl (grades 6-12)

Cheerleading (grades 6-12)

**Cross Country (Grades 6-12)**

Dance Team (Grades 9-12)

FBLA (Grades 9-12)

FFA (grades 9-12)

Flags (grades 6-12)

Football (grades 6-12)

Marching Band (grades 6-12)

Pep Band (grades 6-12)

Concert Band (grades 6-12)

Softball (grades 6-12)

Track (grades 6-12)

Vocal Music –Honor Choir (grades 6-12)

Adopted: August 20, 2002

Knox County R-I School District, Edina, Missouri

## **Appendix A**

### **Controlled Substances Screened in Drug Testing**

Amphetamines

Barbiturates

Benzodiazepines

Cocaine Metabolites

Marijuana Metabolites

Methadone

Methaqualone  
Opiates  
Phencyclidine  
Propoxyphene  
Alcohol

**Appendix B**  
**Other Substances Screened in Drug Testing**

Creatinine  
Nitrites  
pH

**Board Policy On Interscholastic Activities and Athletics**

**STUDENTS**

**Regulation 2920 (Form 2920)**

**Activities and Athletics**

**Interscholastic Activities and Athletics**

Interscholastic competition for secondary school students shall be provided through a variety of activities and athletics. Students are allowed to attain the privilege of representing their school by meeting the standards of eligibility as set forth by the Missouri State High School Activities Association (MSHSAA). These standards may include academic requirements, citizenship, age maximums, passing medical examinations and other items that are posted in the school and discussed by the coaches and sponsors with their students as well as mailed home to the parents/guardians of all student participants.

Interscholastic competition may be withheld from any student as a condition of discipline. Furthermore, all policies that apply to the regular school day apply also to interscholastic competition. Coaches and sponsors may establish policies for their groups in addition to those stated herein.

A student must be in attendance for the full day on days of extracurricular participation. Failure to do so will eliminate the student from practice or participation that day. Exceptions may be granted in special cases.

The following criteria will be followed:

1. Students will meet the eligibility requirements set out by MSHSAA.
2. Any student failing a class may be required to attend study sessions after school.
3. Any student receiving an incomplete grade because of failure to promptly complete work will be placed on the ineligibility list. Incomplete grades resulting from illness or other special circumstances during the last week or two of a grade period may be exempted.
4. Students displaying unacceptable citizenship behaviors may be suspended from participation.
5. Each coach and sponsor will establish written guidelines for their groups. These guidelines shall be presented orally and in written format. A copy of such guidelines will be on file with the principal.

The interscholastic competition program is an integral part of the secondary schools and shall supplement the curriculum program by providing worthwhile experiences to students that will enable them to develop the attributes of good citizenship. These programs will be administered by the principal/designee.

Participation in interscholastic competition is for students in grades six through twelve (6 - 12) as determined by the local area athletic conference and the MSHSAA.

Programs of interscholastic competition will be planned in accordance with MSHSAA regulations and conference rules, and will include programs reflective of student interest. All student members should participate in so far as feasible. Access shall be provided contingent on budgetary limitations and in accordance with District guidelines for the following:

1. School facilities.
2. Sponsors and coaches.
3. Scheduling of meetings, practice times and games.
4. Number of events at each level of competition.

## 5. Equipment, supplies and services.

### Coaching Requirements:

Head Coach – Minimum Requirements: As per By-Law 3.1.1, each interscholastic team must have a head coach who meets the following requirements and who, then, may fill the duties and obligations of a head coach for the team, both under the sport rule code and in regard to the by-laws.

1. A Four-Year College Degree OR Serving as an Approved Assistant Coach (3.1.5.b) for a minimum of TWO school years.
2. A Professional Teacher’s Certificate OR NFHS Fundamentals of Coaching Course (online) passed prior to coaching. This course is not sport-specific. This is a one-time requirement.
3. Successful completion of a Sports First Aid course prior to coaching and renewed every two years. (See options in Diagram 3.1)
4. Successful completion of CPR/AED training prior to coaching and renewed every two years. (See options in Diagram 3.1)
5. Background Check including Sex-Offender’s Registry Clearance prior to coaching.
6. Board of Education or Board of Governance Approval prior to coaching.
7. Successful completion of a Concussion in Sports Course, and review of current concussion information yearly.
8. Successful completion of the MSHSAA Sport-Specific Online Rules Review and Test each season.
9. Successful completion of a Student Mental Health and Suicide Prevention training prior to approval and renewed every two years.

### Approved Assistant – Minimum Requirements:

1. Completion of 60 or more college credit hours prior to coaching OR serving as a Provisional Assistant for THREE school years.
2. A Professional Teacher’s Certificate OR NFHS Fundamentals of Coaching Course (online) passed prior to second year of coaching. This course is not sport-specific. This is a one-time requirement.
3. Successful completion of a Sports First Aid course prior to second year of coaching and renewed every two years. (See options in Diagram 3.1)
4. Successful completion of CPR/AED training prior to second year of coaching and renewed every two years. (See options in Diagram 3.1)
5. Background Check including Sex-Offender’s Registry Clearance prior to coaching.
6. Board of Education or Board of Governance Approval prior to coaching.
7. Successful completion of a Concussion in Sports Course, and review of current concussion information yearly.

8. Successful completion of the MSHSAA Sport-Specific Online Rules Review and Test each season.

9. Successful completion of a Student Mental Health and Suicide Prevention training prior to second year of coaching and renewed every two years.

Provisional Assistant - Minimum Requirements:

1. Successful completion of the MSHSAA Sport-Specific Online Rules Review and Test each season.

2. Prior to the first season of coaching, the following must be completed: [\*=One-Time Requirement]

(a) NFHS Fundamentals of Coaching Course\*

(b) NFHS Coaching "Sport" Course for any sport for which an individual will be coaching if available\*

(c) Background Check including Sex-Offender's Registry Clearance prior to coaching\*

(d) Board of Education or Board of Governance Approval prior to coaching\*

(e) Successful completion of a Concussion in Sports Course\* and/or review of current concussion information annually.

(f) Assignment of a Mentor Coach (3 years of experience or more).

i. Preseason meetings which include, but are not limited to, specific discussion of school policies, equipment responsibility, behavior expectations, procedures to follow in case of an emergency, etc. is satisfactorily completed.

ii. In-season meetings to discuss athlete or parent interactions

iii. Post season meetings to evaluate coaching experience

3. Prior to the second season of coaching, the following must be completed:

(a) NFHS Teaching Sports Skills Course\*

(b) A Sports First Aid course, which must be renewed every two years

(c) CPR/AED training, which must be renewed every two years

(d) Student Mental Health and Suicide Prevention training, which must be renewed every two years

4. Prior to the third season of coaching, the following must be completed:

(a) NFHS Bullying, Hazing and Inappropriate Behavior Course\*

(b) NFHS Engaging Effectively with Parents Course\*

(c) NFHS Protecting Students from Abuse\*

(d) NFHS Teaching and Modeling Behavior\*

Student Teacher – Minimum Requirements: A student teacher serving in an approved teacher preparation program through a college or university and who is teaching at a school may serve as an assistant coach if the following minimum requirements are met.

1. Completion of 60 or more college credit hours prior to coaching.
2. Successful completion of a Concussion in Sports Course, and review of current concussion information.
3. Successful completion of the MSHSAA Sport-Specific Online Rules Review.

A student engaged in interscholastic competition must portray good citizenship in the school and community. He/she shall be required to be in conformance with all general school rules and regulations, rules established by the sponsors and coaching staff for the program in which he/she is participating, and conformance with the laws of the community.

The District's High School is a member of the MSHSAA. In all interscholastic competition matters, this school will adhere firmly to the rules and regulations of MSHSAA. The MSHSAA handbook will be considered a part of this regulation.

### **Regulations Governing Student Participation**

A student must be under nineteen (19) years of age on or before July 1 preceding the opening of school, pass a medical examination and have parent/guardian permission. Ninth grade students must not be older than sixteen (16) years of age prior to July 1.

A student shall not be considered eligible while under out-of-school suspension. A student expelled or who withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal.

A student who is absent from school on the day of a interscholastic contest or on a Friday before an interscholastic contest on a Saturday will not be permitted to participate in said contest without a written release from the school principal.

Credit earned or completed after the close of the semester shall not count as having been earned that semester, except in case of a delayed final examination because of illness certified by a physician. Credit earned in summer school may count for or against the student's record for eligibility purposes if the classes are required for graduation from the local school. Students may count up to one (1) unit of credit for summer school toward



establishing their eligibility for the fall semester. Summer school electives will not count toward eligibility.

A student shall not accept a cash or merchandise award in any competition in which MSHSAA member schools compete interscholastically. Awards for participation in non-school competitions during the summer shall meet the same standards as awards given by schools during the school year.

The student must meet all other eligibility requirements of MSHSAA and the local area high school athletic conference.

Competition by students in organized non school-sponsored competition must meet the following conditions:

1. During the season, a student who represents his/her school by competing in an interscholastic contest shall not compete as a member of a non-school team or as an individual participant in an organized non-school competition in that same contest.
2. A student may compete in organized non-school competition in other events in which MSHSAA member schools compete interscholastically if no school time is missed to compete, practice for, or travel to the site of non-school competition; and if the student does not practice for or compete in the non-school competition on the same date he/she practices or competes for the school.

District participation in interscholastic competition will be subject to approval by the Board.

Budgeting for the interscholastic competition program will include gate receipts and be incorporated into the general District budget. No expenditures for interscholastic competitions may be made in excess of those listed in the budget without approval by the Superintendent.

## **Hazing**

Student hazing is expressly prohibited by Board of Education policy. For purposes of this policy, hazing is defined as willful conduct directed at another student, whether occurring on or off school property, for purposes of initiation or admission to any school-related activity or athletic team. Conduct prohibited by this policy includes, but is not limited to,

exposure or contact of genitals, buttocks, or breasts (female students), directly or indirectly through contact with undergarments; threats of physical harm; and infliction of physical or mental harm or humiliation.

Students found to have violated this policy will be subject to suspension/expulsion from school and suspension and exclusion from activities/athletic participation depending on the severity of the misconduct.

Non-students who participate or enable the hazing of students may be excluded from attendance at school activities and school athletic events. District employees, including sponsors and coaches who have knowledge of student hazing but fail to take corrective action will be subject to discipline up to and including termination.

Adopted: March 19, 1996

Revised: April 24, 2000

Revised: November 18, 2003

Knox County R-I School District, Edina, Missouri

**Activities and Athletic Handbook**

**PLEASE DETACH THIS PAGE AND RETURN TO THE COACH/SPONSOR ONLY IF YOU HAVE NOT DONE SO IN ARBITER SPORTS.**

I/We give our permission for \_\_\_\_\_  
to participate in organized Sr./Jr. High school athletics/activities. I realize that participation in interscholastic athletics/activities involves the potential for injury, which is inherent in all sports. I/We acknowledge that even with the best coaching, use of the most advanced protective equipment and the strict observance of rules, injuries are still a possibility. On rare occasions these injuries can be so sever as to result in total disability, paralysis or even death.

I/We acknowledge that I/We have read and understand the above:

\_\_\_\_\_  
Signature Parent (s) (Guardian)(s)

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**STUDENT AND PARENT ACKNOWLEDGMENT**

I have read and agree to abide by the Knox County R-I Athletic/Activity Handbook.

\_\_\_\_\_

\_\_\_\_\_



**KNOX COUNTY R-1 SCHOOLS  
DUAL ACTIVITIES PARTICIPATION FORM  
NOT REQUIRED IF DONE IN ARBITER SPORTS**

Student's Name: \_\_\_\_\_

Grade: \_\_\_\_\_

Primary Sport: \_\_\_\_\_

Coach: \_\_\_\_\_

Secondary Sport: \_\_\_\_\_

Coach: \_\_\_\_\_

I have read, understand, and agree to abide by the following:

- In order to participate in 2 activities at the same time, I must maintain a 2.5 average GPA with no class grade lower than a C.
- My primary sport takes priority over my secondary sport except in the case that there is a contest in the secondary sport at the same time there is practice in the primary sport. Contests always take priority over practice.
- If contests conflict, district and state competition will take priority over regularly scheduled or conference level events.
- I will attend all practices in both activities if they do not conflict.
- I understand that if I miss practice in my primary sport for competition in my secondary sport, other athletes may be given the opportunity to take my position.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

Primary coach's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Secondary coach's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Activities Director: \_\_\_\_\_ Date: \_\_\_\_\_

**MSHSAA ELIGIBILITY AND AUTHORIZATION STATEMENT**  
(NOT REQUIRED IF DONE IN ARBITER SPORTS)

This application to represent my school in interscholastic athletics is entirely voluntary on my part and is made with the understanding that I have studied and understand the eligibility standards that I must meet to represent my school and that I have not violated any of them.

I have read, understand, and acknowledge receipt of the MSHSAA brochure entitled "How to Maintain and Protect Your High School Eligibility," which contains a summary of the eligibility rules of the MSHSAA. (I understand that a copy of the *MSHSAA Handbook* is on file with the principal and athletic administrator and that I may review it in its entirety, if I so choose. All MSHSAA by-laws and regulations from the *Handbook* are also posted on the MSHSAA website at [www.mshsaa.org](http://www.mshsaa.org)).

I understand that a MSHSAA member school must adhere to all rules and regulations that pertain to school-sponsored, interscholastic athletics programs, and I acknowledge that local rules may be more stringent than MSHSAA rules.

I also understand that if I do not meet the citizenship standards set by the school or if I am ejected from an interscholastic contest because of an unsportsmanlike act, it could result in me not being allowed to participate in the next contest or suspension from the team either temporarily or permanently.

I understand that if I drop a class, take course work through Post -Secondary Enrollment Option, Credit Flexibility, or other educational options, this action could affect compliance with MSHSAA academic standards and my eligibility.

I understand that participation in interscholastic athletics is a privilege and not a right. As a student-athlete, I understand and accept the following responsibilities:

- I will respect the rights and beliefs of others and will treat others with courtesy and consideration. I will be fully responsible for my own actions and the consequences of my actions.
- I will respect the property of others.
- I will respect and obey the rules of my school and laws of my community, state, and country.
- I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state, and country.
- I have completed and/or verified that part of this certificate which requires me to list all previous injuries or additional conditions that are known to me which may affect my performance in so representing my school, and I verify that it is correct and complete.

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Student Signature

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Parent Signature

