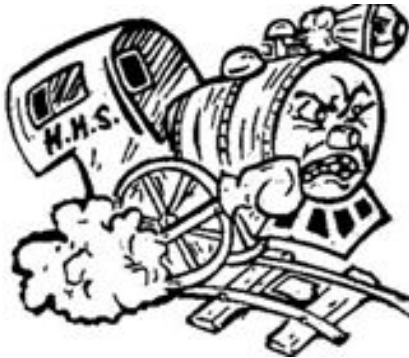


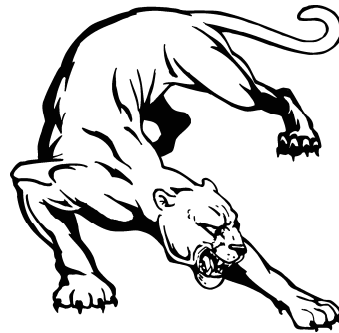
# HUNTINGTON SCHOOL DISTRICT 16J

## ACTIVITIES & ATHLETICS HANDBOOK

### 2012-2013



**HIGH SCHOOL  
LOCOMOTIVES**



**MIDDLE SCHOOL  
PANTHERS**

### ACTIVITIES PHILOSOPHY

Activities are an essential part of the total high school program. They are vital if the curriculum is to answer the needs of the developing teenager. Students need to feel the joy and satisfaction that come with active participation with their peers outside of the classroom. With definite guidelines for all to follow, a balance of academics and activities can be achieved. Through our student activities program, we are trying to:

- Provide opportunities for students to gain leadership skills and an appreciation for responsibility and accountability.
- Provide avenues by which students may broaden their interests as an extension of the daily classroom experience.
- Provide opportunity for student-involvement and student recognition within the school program.
- Provide all students a channel of communication through which they can contribute to the total school program.
- Act as a vehicle by which social skills can be developed that will aid students in fulfilling their place in a democratic society.
- Develop with students an identity with their school, which will aid the school in identifying with the community.
- Provide a setting in which a student may gain self awareness and appreciation of his own person and of others.
- Provide for a shared responsibility in the decision making roles of the school.

## **(EXTRA) CO-CURRICULAR ACTIVITIES**

Extra-curricular and co-curricular activities are considered to be a privilege. Participation in these activities may occur as long as the student's conduct warrants this privilege. Violations of school rules may result in the suspension or revocation of participation in extra-curricular and co-curricular activities. Participation in activities are voluntary and may be subject to additional restrictions.

## **(EXTRA) CO-CURRICULAR ELIGIBILITY**

### **Academic Eligibility**

**Rule:** An eligible student must be enrolled full time and making satisfactory progress as defined in this rule.

**Rationale:** The objective of the academic eligibility rule is to complement member schools' curriculum programs in recognition of the fact that interscholastic activity programs are an extension of the classroom. Academic standards help ensure a balance between activities and academic performance, promote the objective of graduation from high school, ensure that student participants are truly representing the academic mission of the institution, and allow the use of interscholastic participation as a motivator for academic excellence. It is in the interests of the member schools and the students participating in athletics and interscholastic activities that these objectives be promoted during the entire school year.

### **Full Time Enrollment**

For purposes of this rule, a full time student is one who is enrolled in Huntington High School, attending regularly and passing in courses offered by a Huntington High School, college, work experience or other school-approved educational activities (including summer school or night school) equivalent to at least the quantity listed on the appropriate line of the chart below. In addition, a full time student shall have been enrolled in school, attended regularly and passed subjects equivalent to at least the quantity listed on the appropriate line of the chart below during the immediate preceding transcripted grading period.

**EXCEPTION:** The requirement for immediately preceding transcripted grading period credit is inapplicable to a student who has not previously enrolled in any high school offering the 10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grades.

### **Satisfactory Progress Toward Graduation**

In addition to the specific credit requirement identified in OSAA Rule 8.1.1., to be scholastically eligible, a student must be making satisfactory progress towards the school's graduation requirements by earning a minimum of the quantity of credits indicated on the chart below for the specified year.

## OSAA Satisfactory Progress Toward Graduation

OSAA Minimum Satisfactory Progress Requirements (For full details check with the OSAA) (See Huntington School District Requirements below)				
		Grade 10	Grade 11	Grade 12
Credits to Graduate	26	26	26	26
Credits Per Year	6.5	6.5	6.5	6.5
OSAA credits per year to keep eligibility	X	4.5	10.0	17.5

### Home School Student Academic Eligibility

**(a) Minimum Test Score.** A home school student who transfers to a public or private school may establish initial academic eligibility by achieving a minimum score on any adopted achievement test pursuant to [ORS 339.035](#). The student shall achieve a minimum composite test score that places the student at or above the 23<sup>rd</sup> percentile based on national norms.

**(b) Test Deadline.** The achievement test must be completed prior to August 15 each school year.

**(c) Work Sample Alternative.** In the absence of achievement test results submitted by the deadline of August 15 each school year, a school district may adopt alternative requirements including but not limited to a requirement that a student submit a portfolio of work samples to a school district committee for review to determine whether a student is eligible to participate in interscholastic activities.

### Hardship

Exceptions to this Rule. The Executive Director, in individual cases may, at his/her discretion and upon terms and conditions he/she may impose, waive or modify this rule when in his/her opinion there are circumstances beyond the control of the both the student and the student's parents whereby enforcement of the rule would work an undue hardship upon the student.

Factors, which may be considered by the Executive Director, include the following:

**(a)** Forced absence due to illness or injury as certified in writing by a licensed physician, shall excuse regular attendance for the period of such forced absence, and where such forced absence entirely prevents completion of the semester, shall excuse completion of the required subjects.

**(b)** Any student with an Individualized Educational Program (IEP) who, primarily because of the student's disability,

**(1)** did not pass the appropriate number of classes, per OSAA Rule 8.1.1., in the immediately preceding transcribed grading period,

**(2)** is not currently enrolled in and passing the appropriate number of classes, per OSAA Rule 8.1.1., and/or

**(3)** has not been attending school regularly, may still be eligible to participate if the student's IEP team determines that the student is making adequate educational progress towards meeting the student's IEP goals and objectives.

A decision of the Executive Director may be appealed to the Executive Board. A decision of the Executive Board may be appealed to *a Hearings Officer*.

All returning students who do not meet the minimum credit requirements established above need to enroll in and complete a credit recovery program during summer in order to regain (or attempt to regain) their eligibility. Students who are not “on track to graduate” are not eligible to participate unless an Eligibility Request Form has been submitted to the OSAA office and approved by the Executive Director.

All incoming 9th graders are OSAA eligible credit-wise. To remain OSAA eligible:

1. Students must pass five classes each semester or become ineligible the next semester.
2. If students are ineligible entering the beginning of a school year they become ineligible for the entire school year. You will not be granted eligibility during the year. See OSAA for any exceptions.
3. Students must continue to “stay on track” and making satisfactory progress toward graduation to remain eligible.
4. Huntington High School may have stricter guidelines to determine eligibility.

OSAA eligibility rules are followed for all who participate in ANY co-curricular activity (athletics, activities, drama, & selection of prince/princesses, etc. For eligibility specifics, students and parents are urged to read the Athletic/Activity participation packet. The rules outlined in the packet are in effect from the first day the student and/or athlete begins participation in high school and continues throughout the remainder of the school year. These rules are in effect 24 hours a day. If thinking about transferring to another school, students and parents should check OSAA rules as there are strict guidelines and consequences. Contact the athletic director or OSAA for specific details. In order to participate in school sponsored co-curricular activities students must be enrolled in and passing a minimum of five (5) classes / five (5) credits per semester. (As per OSAA guidelines, and be making satisfactory progress toward graduation.)

### **Age Restriction**

**Rule:** A student who becomes 19 before August 15 shall become ineligible for interscholastic competition. A student who becomes 19 on or after August 15 shall remain eligible for that entire school year.

### **Transfer Eligibility**

**Fundamental Rule:** It is a Fundamental Rule of the OSAA that a student must attend the high school in the high school attendance boundary within which the Joint Residence of the student and the student's parents is located. Exceptions to this Fundamental Rule are to be narrowly construed.

**Rationale:** A transfer/residency requirement: assists in the prevention of students switching schools in conjunction with the change of season for athletic or activities purposes; impairs recruitment; and reduces the opportunity for undue influence to be exerted by persons seeking to benefit from a student athlete or activities participant's prowess.

A transfer/residency requirement: promotes stability and harmony among member schools by maintaining the amateur standing of high school activities participants; by disallowing individuals other than enrolled students to participate; and by upholding the principle that a student should attend the high school in the district where the student's parent(s) reside. In addition, a transfer/residency requirement: prohibits foreign students, other than students who are participants in an established foreign exchange program accepted for listing by the Council of Standards for International Educational Travel (CSIET), from displacing other students from athletic and activities opportunities.

### **Physical Examinations**

- A. Students participating in athletics must have a current physical examination performed by a physician, licensed by the Oregon State Board of Medical Examiners, prior to practice and competition in athletics. Physical examinations are considered current for two years after their issue. The examination should be performed no earlier than May 1 of the preceding year. The physical examination is the responsibility of the parent/student and is to be paid for by the parent/student. A record of the examination must be submitted to the district and will be kept on file and reviewed by the coach prior to the start of any sport season. Students shall not participate without a record of passing a physical examination within the allotted time on file with the district. Football players are required to pass an annual physical.
- B. In addition, physical examinations shall be given:
- When a student is new to the school district and/or has not had the required Oregon Medical Examination or its equivalent, or
  - When the student has undergone major surgery in the intervening period between medical examinations scheduled.
- C. Annual physical examinations are required if a student has been issued a diagnosis of, or has an ongoing, significant disease process or illness.
- D. Significant disease process or illnesses include, but are not limited to:
- Asthma
  - Diabetes
  - Chronic heart disease, including heart murmur
  - Epilepsy
  - Severe allergies
- E. Forms for medical examination shall be obtained from the activities director and or school office. They must be signed three times by the parents, once giving permission for the exam, once giving permission to practice, compete and travel under the cognizance of the extra-curricular program, and once to indicate they have had opportunity to read the extracurricular code.
- F. Head coaches are to insure the above responsibilities are fulfilled and are to insure that any special medical problems are put on file and cared for as required.

- G. Students who require special medical attention for life-threatening conditions and/or serious injuries must obtain a medical release prior to further participation.

### **Concussion Management**

Any athlete who exhibits signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion, shall not be permitted to return to that contest, or any other athletic contest or practice on that same day. In school districts which have the services of an athletic trainer registered by the Oregon Board of Athletic Trainers, that athletic trainer may determine that an athlete has not exhibited signs, symptoms, or behaviors consistent with a concussion, and has not suffered a concussion, and return the athlete to play. Until an athlete who has suffered a concussion is no longer experiencing signs, symptoms, or behaviors consistent with a concussion, and a medical release form signed by an appropriate Health Care Professional (Physician (MD), Physician's Assistant (PA), Doctor of Osteopathic (DO) licensed by the Oregon State Board of Medicine, nurse practitioner licensed by the Oregon State Board of Nursing, or Psychologist licensed by the Oregon Board of Psychologist Examiners) is obtained, the athlete shall not be permitted to return to athletic activity. Athletic trainers may also work in consultation with a Health Care Professional in determining when an athlete is able to return to play following a concussion. (Concussion – Return to Participation Medical Release form attached)

### **Athletic Fees**

In order to be eligible to participate in extracurricular activities, all students must be financially clear of all debts to the Huntington School District. Furthermore, an \$18 student body fee and a towel fee of \$5.00 per participant have been established for each sport with a maximum of \$10 per year for the towel fee.

## **HUNTINGTON SCHOOL DISTRICT ACADEMIC ELIGABILITY**

### **Eligible and Ineligible Academic Probation**

1. All extracurricular participants will be academically checked on Thursday of each week. All participants must be passing all classes to be eligible. If grade check reveals that a student does not meet eligibility requirements, then the student will be placed on eligible academic probation starting on Monday of the following week. The student will remain eligible to fully participate in athletics while under this initial one-week eligibility probationary period. To be removed from academic probation the student must achieve passing grades in all classes during, or by the end of the one-week probationary period.

If a student does not meet eligibility standards by the end of the one-week probationary period, then the student will be declared academically ineligible and remain ineligible until such time the student achieves a passing grade in all classes. Students failing one or more classes after the one-week academic probationary period will become academically ineligible. They will remain academically ineligible until which time

they are receiving passing grades in all classes. (**ALL** academically ineligible student athletes will be required to attend Study Hall from 3:30 – 4:30 on Tuesday and Thursday while they are ineligible.)

- Students will receive one week of academic probationary status per a season.
- All students determined to be academically ineligible; who have used their initial one week of academic probation at grade check time will be ineligible for the entire week following the grade check.
- Academically ineligible athletes are **required** to attend practice on days they are not attending Study Hall. If practice is still in session, student/athletes must report directly to practice after attending study hall (No Exceptions).
- Academically ineligible students are will be allowed to travel with their teams but will **NOT** be allowed to participate in any athletic contest.
- While academically ineligible, a student **may NOT** participate in any extra-curricular activity.
- Students will become eligible once they are passing all classes.
- Student-Athletes injured during a sport that requires medical attention will not be eligible to participate until the school receives a written medical release from the physician.

After two or more consecutive weeks of academic ineligibility student athletes may be required to meet with their coach(s), principal/superintendent, athletic director and parent(s) to determine if the student should be dropped permanently from the extra-curricular activity. A student dropped for an extra-curricular activity will be eligible to participate at the start of the next season if they are meet all OSAA minimum requirements and are passing all of their classes.

## **SCHOOL ATTENDANCE PRIOR TO A CONTEST, ACTIVITY, OR PRACTICE**

### **Athletic Attendance Policy**

To be eligible to practice or compete, a student must attend the ENTIRE school day the date of the activity. In order to participate in athletic activities on Friday or Saturday, the student/athlete must have attended school the entire day on Thursday. Exceptions:

- Student Athletes **MUST** attend the **LAST** three (3) periods of the school day to be eligible for practice that day.
- Student Athletes **MUST** attend a full day of school, seven (7) periods, to be considered eligible for competition that same day.
- Student-Athletes are **NOT** eligible to participate in competitions or practice on the same day of receiving an unexcused absence or serving an in-school or out of school detention.

**Excused absences/Tardy to be determined by the Principal/Superintendent includes:**

- Pre-arranged absences – (Doctors appointments) 24 hours prior to absence with a note or telephone call from parent. (Professional services appointment such as dentist, doctor, or optometrist.)
- Family emergency (medical emergency, death in the family) with a note or telephone call from parent or guardian.
- Absence due to an approved school function.
- Tardiness to class.
- **In the event of emergency absences for reasons not mentioned above, the building superintendent/principal shall have the authority to modify the athletic attendance requirement on a case-by-case basis.**

**CONDUCT DURING THE SPORTS/ACTIVITY SEASON**

**To be eligible to participate in practices and competitions:**

1. Student-Athletes that have been assigned after school detention are not eligible to participate in practice or competitions until the assigned detention has been served and the student has been cleared by the Principal/Superintendent.
2. Skipping classes, dismissal or removal from classes or other infractions listed in the Athletic Standards of Conduct and the Huntington Student Handbook may disqualify a student-athlete from participating in extra-curricular activities. The Athletic Director, Principal/Superintendent and Coach shall determine the appropriate disciplinary action that may include one week suspension from extra-curricular activities. The determination can be appealed as described in the appeals procedures section.
3. A student-athlete shall refrain from flagrant and or abusive conduct directed toward school staff members, coaches, officials, or other students (in or out of school), or any member of the community. Disrespectful conduct of any student-athlete will not be tolerated. The Athletic Director, Principal/Superintendent and Coach shall determine the appropriate disciplinary action that may include one week suspension from extra-curricular activities. The determination can be appealed as described in the appeals procedures section. **Student athletes are responsible for paying all ejection fees or fines resulting from their actions.**
4. An athlete may not join a sport after four (4) weeks from the first required date of the sport. Any request for an exception to this rule must be made to a committee consisting of the coaches involved, the Athletic Director and the Principal/Superintendent.
5. Student athletes are expected to follow all rules established by the Head Coach and team during the duration of the activity season. All rules will be presented and discussed by the Head Coach with the student athletes and parents prior to the first scheduled day of practice.



## Training regulations shall be as follows:

Definition for this section: Suspension weeks are those that have scheduled competitions in which the team participates. (Pre-Season practice does not count; district, regional and state competitions count if the team or individual qualifies). Suspension weeks will carry forward to the next sports activities season for the student-athlete until completed. Students entering the 9<sup>th</sup> grade begin a new athletic career after competing in the middle school programs. Violations are accumulative for the high school student-athletes. Violations are accumulative for middle school student-athletes. Violations do not follow middle school student-athletes into high school.

## **THE FOLLOWING VIOLATIONS MUST BE OBSERVED BY SCHOOL STAFF, AUTHORITIES, OR PARENT/GUARDIAN TO BE IMPLAMENTED:**

- The Huntington School Board has voted to include **DRUG** and **TABACCO** testing as part of the student drug testing policy. Consequences to a positive tobacco test are stated in the Activity Code Suspension Procedure. (JFCIA-AR)
- The use of, or carrying tobacco or tobacco related products. (See District Policy, Tobacco Free Environment, GBK/JFCG/KGC)

## **STUDENT DRUG TESTING POLICY**

### **Policy Statement**

Huntington School District is conducting a mandatory drug-testing program for co-curricular participants. The purpose of the drug testing program is three fold: (1) to provide for the health and safety of all co-curricular participants; (2) to determine the effects of peer pressure by providing a legitimate reason for participants to refuse to use illegal drugs; and (3) to encourage participants who are found to be using drugs to participate in drug treatment programs. This drug testing program shall be instituted and conducted according to the procedures set forth in this administrative regulation.

Students participating in co-curricular activities represent the community, the school, and their peers. When co-curricular participants use illegal substances, such impinges upon general motivation, cohesiveness and performance. As a result, the well being of the individual and the general school community is diminished by a participant's use of illegal substances.

### **Definitions**

**“Drug”** is any substance considered illegal by Oregon Statute or which is controlled by the Food and Drug Administration. Alcohol is included.

**“Co-curricular Participant”** is any student participating in co-curricular programs sponsored by Huntington School District at Huntington High School.

“**Season**” is fall, winter, and spring athletic and cheerleader seasons beginning on the first day of practice and ending the day prior to the next season as determined by Oregon School Activities Association. For other co-curricular activities a season will be an academic quarter.

“**Positive Test**” is the presence of any level of illegal drugs other than prescription medications. (See Procedures for Testing)

## **Procedures for Student Athletes**

Rules related to board policy JFCIA-AR – Student Drug Testing–Co-curricular Participants will be made available in writing as part of the registration process. The rules will be reviewed with students by the coach/advisor at the beginning of each sport season/activity in which the student participates. An Authorization to Test for Drugs Agreement will be signed by each student and his/her parent/guardian before the student will be allowed to participate in any co-curricular activity. The policy will be in effect the entire period of time the student is enrolled at Huntington High School and will govern the conduct of the co-curricular participant. Incomplete consequences for violations or violations that occur between activity seasons will continue into the next season or next school year.

### **1. Consent**

Each student wishing to participate in any interscholastic athletic program and the student’s custodial parent or guardian shall consent in writing to drug testing pursuant to the Huntington School District’s drug testing program. Written consent shall be in the form attached to this policy as Exhibit A. No student shall be allowed to participate in any interscholastic athletic program absent such consent.

### **2. Non-punitive Nature of Policy**

Students will not be penalized academically for testing positive for illegal drugs under this administrative regulation. Nor will co-curricular drug tests be documented in any student’s academic records. The information gathered under this administrative regulation will only be disclosed to criminal or juvenile authorities in order to comply with lawful court orders or subpoenas. In the event of such legal compulsion, the district will notify parents/guardians at least 72 hours prior to releasing information.

### **3. Testing Rules**

- a. All participants in co-curricular OSAA sponsored events will be tested at the beginning of each season at the discretion of the superintendent or his designee(s). Students joining a program after the season starts will be tested also.
- b. Additionally, random testing will be conducted throughout the school year at the superintendent’s or his/her designee(s) discretion.

- c. A minimum of five percent and a maximum of 25 percent of co-curricular participants will be tested at each test period as determined by the superintendent or his/her designee(s). Once the Authorization to Test for Drugs Agreement is signed, the student is eligible for testing whether or not he/she is at that time participating in a co-curricular activity.

#### 4. **Procedures for Testing**

- a. Selection for testing will be by random procedures from a pool of all students who have signed the Authorization to Test for Drugs Agreement. The superintendent or his/her designee(s) will take due precautions to ensure the integrity and confidentiality of the selection process.
- b. The high school principal will be notified on the day students are selected for testing and will arrange for samples to be taken the same day. If a student is absent on the testing day an alternate will be tested. The absent student will become a part of the group the next time a random test is done. Any student unable to provide the test sample will be expected to remain at the collection area until a specimen is obtained. Those selected for testing will be given the option of doing so in private.
- c. Students who refuse a sample will be considered to have tested positive and will be subject to the procedure as listed under section 7 below.

#### 6. **Prescription Medications**

Students on prescription medication may provide a copy of the prescription or a physician's written verification to school personnel within 24 hours of the time a sample is collected. Any information provided in this manner will be sealed in an envelope and forwarded to the lab with the sample and instructions to consider the medication in processing the sample. Prescriptions or doctor's verifications will not be reviewed by school officials and may be presented in sealed envelopes. Students who do not provide verification of test positive will be subject to the measures specified under section 7 below.

#### 6. **Scope of Tests and Confidentiality of Results**

- a. All specimens that screen positive will be sent to a certified laboratory for conformation testing. Chain of custody procedures as recommended by the laboratory will be followed.
- b. Initial screen tests will test for common illegal drugs of abuse. The superintendent shall decide prior to selection of students which illegal drugs shall be screened. Samples will not be screened for the presence of any substance other than an illegal drug or for the existence of any physical condition other than drug intoxication.

- c. Test results will be communicated only to the superintendent or the superintendent's designee(s). Individual test information will be treated confidentiality.

## SUSPENSION PROCEDURE

### 7. Positive Results

Whenever a participant's results indicate the presence of drugs (positive test), the following steps will be taken:

- a. If the confirmation specimen tests negative, the student and parent or guardian will be notified and no further action will be taken; or
- b. If the confirmation specimen tests positive, notification will be made and a meeting will be scheduled with the student, parent(s) or guardian and the building principal or his/her designee(s).

### 8. Discipline

Due process procedures will be followed for all discipline arising from violation of board policy JFCIA-AR - Student Drug Testing--Co-Curricular Participants.

#### Definitions:

**Tobacco**: Use or possession

**Vandalism**: Beside suspension, restitution must be made for repairs.

**Substance Abuse**: Possession, use, under the influence, transfer or dispensing of any substance prohibited by the Controlled Substance Act of 1971.

**Possession**: is defined as being in the presence of a controlled substance, students are expected to be absent from any event in which an illegal substance is present.

**Police/Court**: Notification of an offense from a police/sheriff's officer, notification that a student is convicted or enters a plea bargain in the court or if a student comes forward and discloses he/she is guilty of an offense. Minor traffic violations are exempt from this definition.

**Activities**: School sponsored events (dances, fun nights, plays, ski trips etc.), sports, plays/music presentations or other school sponsored extracurricular demonstrations or contests that the student is a participant. Students may attend sports/music events as an observer.

**Career**: The remainder of the time student attends school.

**Practice Only**: Continues to practice, but sit out of games in street clothes on the bench for home games, but no travel.

		First Offense	Second Offense	Third Offense
<b>LEVEL 1</b>	Defiance Tobacco Taunting Inappropriate Behavior	2 WEEKS	4 WEEKS	12 WEEKS

<b>LEVEL 2</b>	Vandalism Alcohol Substance Abuse Substance Possession	6 WEEKS	12 WEEKS*	1 YEAR*
<b>LEVEL 3</b>	Police/Court	12 WEEKS	1 FULL YEAR	CAREER
*Beginning with the second offense for alcohol or drug related violations; students will be required to complete an approved alcohol/drug evaluation treatment program. The student athlete will be responsible for covering the cost of the evaluation and treatment.				

**A. First Positive Result**

- (1) Notify Student and parent(s);
- (2) Meeting scheduled by the principal, with the parent(s), activities director, and student;
- (3) The student will be given the option of:

Immediate suspension from participating in co-curricular activities for two (2) weeks for a tobacco related offense, six (6) weeks for a drug related offense and twelve (12) weeks for offenses involving police or court. During the suspension period an event must be scheduled that week for it to count as a suspension week. (i.e., the suspension period will not start until the first scheduled event for that activity.) If the student participates in more than one co-curricular activity, the suspension will be enforced in the first OSAA sanctioned activity that the student participates in during the school year. Suspensions can carry over from school year to school year. The administration will make the final determination of the nature and duration of the suspension. Students may continue to practice with the team and sit on the bench but may not travel with the team.

- (4) The student:
  - (a) May be required to take weekly drug tests for the next six weeks; or
  - (c) The student will not be allowed to participate in any co-curricular activities.

**B. Second Positive Result**

- (1) Notify student and parent(s);
- (2) Meeting scheduled by the principal, with the parent(s), activities director and student;
- (3) Immediate suspension from participating in co-curricular activities for four (4) weeks for tobacco offenses, twelve (12) weeks for drug related offenses and one (1) full year for offenses involving police or court. During the suspension period an event must be scheduled that week for it to count as a suspension week. (i.e., the suspension period will not start until the first scheduled event for that activity.) If the student participates in more than one co-curricular

activity, the suspension will be enforced in the first OSAA sanctioned activity that the student participates in during the school year. Suspensions can carry over from school year to school year. The administration will make the final determination of the nature and duration of the suspension. (If the sports seasons overlap, then the suspension will be a minimum of six weeks. If it does not include athletics, then the suspension will be for a period of six weeks from participating in co-curricular activities.) Students may continue to practice with the team. They may not sit on the bench nor travel with the team.

- (4) The student:
  - (a) Will consent and participate in a drug assistance evaluation assessment and attend recommended counseling at the expense of the parent(s)/guardians;
  - (b) May be required to take weekly drug tests for the next six weeks.

### C. **Third Positive Result**

- (1) Notify student and parent(s);
- (2) Meeting scheduled by the principal, with parent(s), activities director and student;
- (3) The student will be suspended from participating in co-curricular activities for twelve (12) weeks for tobacco related offenses, one (1) full calendar year for drug offenses and for offenses involving police or court will result in suspension from participating in all co-curricular activities for the remainder of their high school career.

**Any athlete transferring to Huntington High School while currently serving disciplinary action for illegal drug and/or alcohol violations will not be allowed to immediately participate until the panel (Principal and Athletic Director) has reviewed the situation and made a ruling.**

## **TABACCO AND DRUG RELATED APPEALS PROCESS**

### 9. **Appeals Process**

- a. First Step:
  - (1) The first step in the appeals process will be to the district superintendent. The appeal must be based on the following items:
    - (a) Was due process followed;
    - (b) Was the discipline assigned appropriate and consistent with board policy as outlined in the high school handbook.

If the superintendent determines either of these issues was not appropriate, he/she will refer the student-athlete and parent/guardians back to the high school panel which will reconvene and renew the process. If the superintendent determines

both issues were properly addressed, he will deny the appeal. The student-athlete or parent/guardians may appeal to the second step.

b. Second Step:

The second step in the appeals process will be to the district's school board, which has the authority to reverse the superintendent's decision and also to amend, revise, change, interpret, or eliminate the discipline assigned to the student-athlete. The district appeals process ends at the conclusion of this step.

10. **Relationship to Student Discipline Policy, Substance Abuse Policy and Student Activities and Athletics Policy**

Co-curricular participants should be advised that each of the above policies might also affect their eligibility. Normal disciplinary measures are still applicable for violations which do not arise from these testing procedures.

**NON-TABACCO OR DRUG RELATED APPEALS PROCEDURE**

Student participates and their parents/guardians may appeal in writing any violation and/or suspension action taken by a coach by requesting a hearing before a committee which shall include in its membership the Principal/Superintendent, Athletic Director and the Head Coach.

Suspension action shall go forward during the interim of deliberation of this panel. Deliberation by the committee shall occur within ten (10) business days of the receipt of the written appeal. The committee's final finding of fact and ultimate decision shall be forwarded to the student participant in writing. Personal testimony may be taken before the panel and the student participant, parent/guardian, or witness(s) may be called to give testimony. Any actions of this committee may be appealed to the Superintendent and then to the District's Board of Directors.

**SCHOOL EQUIPMENT AND FACILITIES**

It is the responsibility of all student-athletes to help retain or improve the status of the school athletic facilities, equipment and uniforms.

**Issued Equipment**

- School equipment checked out to the student athlete is his/her responsibility. He/she is expected to keep items clean and in good condition.
- The replacement or repair of lost or damaged school issued equipment will be the sole responsibility of the student athlete.
- Issued equipment is to be worn **ONLY** while participating with the team in practice, during scheduled contests, or with permission for the Head Coach.
- A participant, who drops from an activity/sport without turning in his/her issued equipment will forfeit his/her right to participate in another activity/sport and will

have credits and grades held until such time the school is reimbursed for the cost of the equipment.

- No student athlete will be allowed to participate in an activity/sport until all previously issued equipment has been returned or the school has been properly reimbursed.

## **Gym Use Rules**

1. No one is allowed on the floor during a regular scheduled practice unless they are all members of a team scheduled to practice without the permission of the coach supervising the practice.
2. Shoes worn outside are not to be used on the gym floor; no hard-soled shoes are to be worn on the floor.
3. Showers are to be completely turned off and soap is not to be left on the shower floor.
4. Hanging from the net, rim, or backboard supports will result in an expulsion from the gym and a possible office referral.
5. Report all damage to fixtures and equipment to the Athletic Director.
6. No "horsing around" in the showers.
7. The athletic equipment on the stage is not to be used unless under direct supervision of a teacher, coach, or other designated adult.
8. The weight room is not to be used without the direct supervision of a teacher, coach, or other approved adult.
9. Fans are not allowed on the gym floor during breaks in athletic contests.

## **EXTRACURRICULAR ACTIVITIES TRAVEL**

### **Transportation**

Huntington School District 16J will arrange transportation to and from all activities/athletic contests.

1. Each student-athlete will remain with the group/team and under the supervision of the advisor/coaching staff when attending away games or events.
2. All student-athletes will travel to and from activities/contests with the team and in school district provided transportation unless prior arrangements are made in writing with the coach and superintendent. Approval of alternative travel arrangements (riding with parents or other person) must be made by the end of the school day on Thursday prior to the event.
3. For the safety and general welfare of all student-athletes, any student-athlete riding to an event must return on the bus. An exception to this rule is that coaches and/or advisors are allowed to release students to their parents or guardians following an activity. Another exception to this rule will be in the event that a parent/guardian completes and turns into the principal/superintendent for approval, by the end of the school day on Thursday prior to the event, a travel release for the student-athlete. This would allow the student-athlete to ride home from an event with another adult (non-student over age of 18). Advisors/coaches must be presented with the administrator



signed copy of the travel release. The advisor/coach will only release the student to the individual stated on the travel release.

4. If any student does not return to the school bus by the time he/she has been instructed by the employee in charge of the activity, the bus driver will wait one half (1/2) hour for the student. The advisor/coach will then contact the local police department in the town where the bus is waiting and the bus will proceed back to Huntington. The advisor/coach will contact the parent/guardian of the student and inform them of the action taken.
5. Each student-athlete will obey all school bus regulations and the bus driver.

**PLEASE SIGN AND RETURN THE ATTACHED STUDENT-PARENT  
ACTIVITIES CODE OF CONDUCT FORM TO THE HIGH SCHOOL  
OFFICE OR THE ATHLETIC DIRECTOR.**

## Student-Parent Activities Code of Conduct

The material covered within the Student Extracurricular Activities Participation Handbook is intended to be a method of communicating to students and parents general district information about rules and procedures. It is not intended to either enlarge or diminish any board policy, administrative procedures, or negotiated agreement. Material contained herein may be superseded by such board policy, administrative regulation, or elimination from time to time without prior notice. As used in this handbook, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 126.003 – 126.095

We (Parent/Guardian and Student) have read the Huntington School District Student Extracurricular Activities Handbook and understand its contents.

Student's Signature \_\_\_\_\_

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

### Insurance Verification

Any student participating in a sport must be covered by either personal insurance or school insurance. If your student is covered by personal insurance, please sign below in the appropriate place. If your student needs to purchase insurance through the school, please indicate below. Insurance envelopes and information are available from coaches or at the high school office upon request. NOTE: Football insurance only covers your student during the football season. Additional insurance must be purchased if a student plans to participate in other sports.

\_\_\_\_\_ YES, my student is covered by personal insurance.

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

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

\_\_\_\_\_ NO, my student is not covered by personal insurance and needs to purchase school Insurance.

### Parental Permission for Emergency Medical Care

Since your student will be traveling to other locations to participate in school related activities, it is necessary for the Huntington School District to have permission to obtain emergency medical care for your child/student if an accident occurred and we are unable to contact you.

Students Name \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Insurance Company \_\_\_\_\_

Address \_\_\_\_\_

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

**HUNTINGTON ACTIVITIES  
ATHLETIC DRUG, TOBACCO, AND ALCOHOL POLICY**

I understand that the use of drugs, alcohol or tobacco is harmful to my health and detrimental to my performance as an athlete. I agree with no qualifications or reservations to **not** use drugs or alcohol during \_\_\_\_\_ season.

\_\_\_\_\_  
Athlete's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

I understand that the use of alcohol or drugs by my teammates is detrimental to my team and I will either stop my teammates from using these substances or tell the coach or superintendent about the use.

\_\_\_\_\_  
Athlete's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

**HUNTINGTON SCHOOL DISTRICT 16J  
DRUG TESTING POLICY  
GENERAL AUTHORIZATION FORM**

**It is the policy of the Huntington School District to conduct mandatory drug testing for student athletes. The purpose for testing is:**

- **To provide for the health and safety of all athletes**
- **To undermine the effects of peer pressure by providing a legitimate reason for student-athletes to refuse to use illegal drugs**
- **To enforce student-athletes who use drugs to participate in drug treatment programs.**

**I understand that my performance as a participant and the reputation of my school are dependent, in part, on my conduct as an individual. I hereby agree to accept and abide by the Huntington School District Board and the sponsors for the activity in which I participate.**

**I also authorize Huntington School District to conduct a test on a urine specimen which I provide to a test for drugs and/or alcohol use. I also authorize the release of information concerning the results of such a test to the Huntington School District and to the parents/guardians of the student.**

**This shall be deemed a consent pursuant to the Family Education Right to Privacy Act for the release of above information to the parties named above.**

\_\_\_\_\_  
**(Student Signature)**

\_\_\_\_\_  
**(Date)**

\_\_\_\_\_  
**(Parent/Guardian Signature)**

\_\_\_\_\_  
**(Date)**