

ACTIVITY GUIDE & CODE OF CONDUCT FOR PARENTS AND STUDENTS 2022-2023



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Jamestown Public School

Jamestown, North Dakota 58401

ACKNOWLEDGMENT OF RECEIPT OF THE ACTIVITY GUIDE
FOR PARENTS AND STUDENTS HANDBOOK

THE UNDERSIGNED STUDENT AND PARENT OR LEGAL GUARDIAN HEREBY ACKNOWLEDGES THE RECEIPT OF A COPY OF THE ACTIVITY GUIDE FOR PARENTS AND STUDENTS HANDBOOK. AND FURTHER ACKNOWLEDGES THAT THEY UNDERSTAND THE CODE OF CONDUCT, SUPPORT THE RULES, REALIZE THAT A VIOLATION IS A BREACH OF THE CODE OF CONDUCT, AND WILLINGLY ACCEPT CONSEQUENCES.

THE PARENTS/GUARDIANS AND STUDENT AGREE TO HOLD THE JAMESTOWN PUBLIC SCHOOL DISTRICT HARMLESS FOR CONSEQUENCES THAT OCCUR AS A RESULT OF VIOLATIONS OF THIS AGREEMENT.

THE PARENTS/GUARDIANS AND STUDENT ALSO RECOGNIZE AND UNDERSTAND THAT ANY ACTIVITY HAS THE LIKELYHOOD OF POSSIBLE INJURY AND AGREE TO HOLD THE JAMESTOWN PUBLIC SCHOOL DISTRICT HARMLESS FOR CONSEQUENCES THAT OCCUR AS A RESULT OF PARTICIPATION.

(Parent or legal guardian)

(Student)

(Date)

PLEASE SIGN AND RETURN THIS FORM

**JAMESTOWN HIGH SCHOOL
ACTIVITIES GUIDE & CODE OF CONDUCT
2022-2023 SCHOOL YEAR**

Participating in Jamestown High School's Activities Programs is a privilege which requires students to uphold the standards of appearance, conduct and citizenship that are appropriate for students that represent Jamestown Public Schools and the community of Jamestown. To participate in a school activity, parents/guardians and students must sign this code of conduct and accept the terms and conditions as well as the rules set forth by the Jamestown Public School District, the North Dakota High School Activities Association (NDHSAA), and the coach/advisor of each activity.

The following items must be completed and turned into the Jamestown High School Activities Office.

- Physical Form
- Emergency Contact & Information Form
- Updated ImpACT Baseline (2 years)
- Signed Code of Conduct
- Signed HIPPA Form
- Participation Fee

*Students will **NOT** be allowed to practice or participate until a verification card issued by activities office has been issued to the head coach/advisor of that activity.*

CITIZENSHIP/SPORTSMANSHIP: Activities will be conducted at the highest level of sportsmanship; students and other interested spectators will be encouraged to support the entire program in every legitimate way. Respect and courtesy shall be displayed towards all spectators, participants, coaches & officials. Abusive behavior shall not be tolerated. The activities director or his/her designee shall have the authority to escort students or patrons out if any violation of district standards of conduct occur at an activity or event.

GENERAL CONDUCT: Any conduct deemed to be detrimental to the team, both during the season and out of season will result in consequences on a case by case basis at the discretion of the applicable administrators and coaches/advisors. These consequences could include, but are not limited to, loss of playing time, loss or ineligibility for awards, game suspensions, or removal from the team. Reference Jamestown Public School District Board Suspension and Expulsion(FFK) Policy and Student Alcohol & Other Drug Use/Abuse (FFA) Policy.

ATTENDANCE REQUIREMENTS: A student must be in attendance by the start of the students 4th period class in order to participate in practice, competition, event or performance unless **prior** approval is given by building principal.

ACADEMIC REQUIREMENTS: Students must be making satisfactory progress towards graduation. Failure to acquire two and one half credits at the end of a semester will make student ineligible for a minimum of two weeks the following semester.

SUBSTANCE VIOLATIONS: Use or possession of tobacco, alcohol, or other controlled substances defined by North Dakota law is prohibited. The first violation during a student's high school career will incur a minimum six week suspension from activities. Any subsequent violation will be an 18 week minimum suspension from activities. Suspension will begin at the time of **notification** of the violation. A student found to be in violation will be ineligible to letter in that activity, and will be ineligible for team awards for any activity during which the suspensions was served. Additionally, the student found to be in violation will be unable to serve in positions of leadership at JHS for 12 months.

HAZING/HARASSMENT: The Jamestown School District is committed to maintaining a learning and working environment free from discrimination and harassment in all employment and educational programs, activities, and facilities. The District prohibits discrimination and harassment based on a student's, parent's, guardian's, or employee's race, color, religion, sex, gender identity, national origin, ancestry, disability, age, or other status protected by law. Hazing/Harassment will not be tolerated in any form as defined by North Dakota Century Code. Any violation will be subject to such penalties as described by law. Violations will also be reviewed on a case by case by district administration and other appropriate suspensions or penalties may be administered as well. Reference Jamestown Public School District Board Nondiscrimination & Anti-Harrament (AAC) POLICY

SOCIAL MEDIA: Jamestown High School respects the rights of its students to use social media. However, it is important for the students to understand the need to exercise care in setting appropriate boundaries between their personal and public online behavior. Students must take into consideration that by their involvement in extra-curricular activities that any information posted

reflects on Jamestown High School and, as such, is subject to the same standards of behavior expected in our student handbook, extra-curricular policies, the North Dakota High School Activities Association Rules and Regulations, and state and federal law. A violation of these standards will be considered on a case by case basis and appropriate suspensions or penalties may be administered.

PARTICIPATION ON NON SCHOOL TEAMS: When you are participating or under suspension in a sport that is in season you may not play on an outside team or as an individual in a non-school meet in the same sport during the school season for that sport. However, you may do so at any time other than the high school season of the sport without affecting your eligibility.

RISK OF INJURY: Jamestown Public Schools will ensure that competent coaches/advisors, safe facilities, and safe equipment are utilized. Nevertheless, injuries may still occur. If an injury occurs, notify the coach/advisor immediately. **MEDICAL COSTS FOR INJURIES ARE NOT THE RESPONSIBILITY OF JAMESTOWN PUBLIC SCHOOLS.** Jamestown Public Schools does not carry insurance to cover costs involved in an injury. Injury costs are the responsibility of participants and/or their parents/guardians.

STUDENT TRAVEL: All participants are required to ride the district provided transportation. At no time may students drive themselves to a contest. In few instances, parents may be allowed to transport their student, but must be cleared in advance through the activities department via parent release form. A student who is suspended for any reason is not allowed to travel with the team.

COMMUNICATION GUIDELINES: The following are communication guidelines put in place by the Jamestown High School Athletic Department. All coaches, parents and students are expected to follow these guidelines.

Communication Parents Can Expect From a Coach:

1. Philosophy of the Coach
2. Expectations of the student and team
3. Date, time and location of all practices and games
4. A copy of team rules

**Discussion of your student's role on the team will be between the coach and the athlete only.*

Communication Coaches Expect From Parents:

1. Concerns related to students mental, physical, or emotional well-being
2. Specific questions about a coach's expectations of parents
3. Notification of any injuries or illnesses
4. Prior notification of any student absences from practices or games

INAPPROPRIATE Parent Concerns to Discuss with Coaches:

1. Playing Time (This is a discussion between student & coach)
2. Team Strategy & Play Calling
3. Team Selection
4. Another Student

If a conversation with a coach turns to any of the above 4 topics, our coaches have been instructed to immediately end the discussion. Parents can reschedule a meeting with the coach to continue an appropriate discussion at a later date. Further, any vulgarity, rude behavior, or threats will signal an immediate end to any discussions

24 Hour Rule: Due to the fact that coaches have much to think about prior to a game and are highly emotional following a game, we ask that parents DO NOT confront a coach with any concerns within 24 hours before or after a game. Often, these confrontations will lead to emotionally charged discussions that do not bring productive resolutions. Keeping to the 24 Hour Rule will allow both the parent and the coach to have a much more meaningful and less emotionally charged conversation.

Engagement Rules: These guidelines do not include concerns about the mental, physical, or emotional well-being of the student. If a parent has a concern about any of those areas, please contact the activities director immediately.

1. Communication regarding any other extra-curricular conflict will begin strictly between the student and the coach/advisor. The activities director will not discuss any concern that hasn't already been discussed between the student and

coach/advisor. It is important that we give the student the opportunity to learn how to become a “self-advocate” for themselves.

2. If the conflict continues, the student, coach/advisor, and activities director can meet to further discuss the issue. Depending on the concern, this meeting may also include the parent(s).
3. If the conflict has not been resolved, the parent may meet with the activities director. ****ANY DISCUSSION REGARDING AN EXTRA-CURRICULAR CONFLICT WILL BE PASSED ALONG TO BOTH THE STUDENT AND THE COACH/ADVISOR INVOLVED— INCLUDING PHONE & EMAIL COMMUNICATIONS.**

It is important to note that the Jamestown High School Athletic Department does not guarantee a resolution to all extra-curricular concerns. Further, not all concerns will be granted a step #2 or #3 meeting at the discretion of the activities director.

SPECIAL NOTE: The Code of Conduct is in effect for the entire school year, including practice or events before or after school begins and ends, for all students whether or not they are currently in an activity. These regulations are in effect for co-op students from other school districts as well. Reference Jamestown Pubic School District Board Student Conduct & Discipline (FF) Policy.

CONCUSSION MANAGEMENT & RTP: The District shall comply with the concussion management program requirements contained in law (NDCC 15.1-18.2). Below are the signs and symptoms of a concussion:

| <u>Signs*</u> | <u>Symptoms*</u> |
|---------------------------------------|------------------------------|
| Athlete appears dazed or stunned | Double vision, blurry vision |
| Balance problems | Headache |
| Confusion | Fatigue |
| Forgets events after the hit | Feels "foggy" |
| Forgets events prior to hit | Feels sluggish |
| Forgets plays | Nausea or vomiting |
| Loss of consciousness (any duration) | Problems concentrating |
| Moves clumsily (altered coordination) | Problems remembering |
| Personality change | Sensitive to light or noise |
| Responds slowly to questions | |

All students participating in athletics at Jamestown High School will be given the ImPACT[®] baseline test every two years prior to participatin in events. The athletic trainer will be responsible for the assessment of any concussive injury.

- If the student displays ANY signs of concussion, the student will be held from activity until cleared to play by a physician. The student will be sent home with a concussion home instruction form.
- Student will undergo a daily symptoms checklist with the Athletic Trainer. Results will be sent to chosen physician.
- Students will take a post-injury test using the ImPACT[®] test as a tool after being symptom free for 24 hours. Results will be sent to the physician of the students choice after being symptom free for 24 hours.
- Upon clearance from the physician, the student will undergo a five day physical exertion test before returning to full status.
 - Day 1 – No contact, light intensity
 - Day 2 – No contact, moderate instensity
 - Day 3 – Minimal contact, light/moderate instensity
 - Day 4 – Limited contact, moderate intensity
 - Day 5 – Full contact, full intensity

****If at any time the student experiences concussive symptoms, he/she will restart from Day 1***

The Athletic Trainer will notify the legal guardians of the student of the concussion, as well as principal/assistant principal/athletic director and head coach. Teachers may need to be contacted as well if academic modifications may need to be looked at. The student must receive a written release form from the physician prior to return to play policy with the athletic trainer.

JAMESTOWN PUBLIC SCHOOLS
AUTHORIZATION FOR RELEASE OF MEDICAL INFORMATION FORM (HIPAA)

Students Name _____ Date of Birth _____

1. I authorize the use or disclosure of the above named individual's health and injury information including the Initial and Interim Pre-Participation History and Physical Exam information pertaining to a student's ability to participate in North Dakota High School Activities Association sponsored activities. Such disclosure may be made by any Health Care Provider generating or maintaining such information.

2. The information identified above may be used by or disclosed to the school nurse, athletic trainer, coaches, medical providers and other school personnel involved in the care of this student.

3. This information for which I am authorizing disclosure will be used for the purpose of determining the student's eligibility to participate in extracurricular activities, any limitations on such participation and any treatment needs of the student relating to health conditions or injuries during the year that may affect participation.

4. I understand that I have a right to revoke this authorization at any time. I understand that if I revoke this authorization, I must do so in writing and present my written revocation to the school administration. I understand that the revocation will not apply to information that has already been released in response this this authorization.

5. I understand that once the above information is disclosed, it may be redisclosed by the recipient and the information may not be protected by federal privacy laws or regulations.

6. I understand authorizing the use or disclosure of the information identified above is voluntary. However, a student's eligibility to participate in extracurricular activities depends on such authorization. I need not sign this form to ensure healthcare treatment.

7. This authorization will expire one year from the date of signature.

Signature of Student

Date

Signature of Parent

Date

EMERGENCY INFORMATION

STUDENT NAME _____ BIRTH DATE _____ AGE _____

HOME ADDRESS _____

CITY _____ STATE _____ ZIP _____

HOME PHONE _____ WORK PHONE _____ CELL PHONE _____

IN CASE OF EMERGENCY (IF NO ANSWER AT ABOVE)

NAME _____ RELATION _____ PHONE _____

INSURANCE COMPANY _____

POLICY # _____

MEDICAL CARRIER: _____

KNOW ALLERGIES/MEDICAL CONDITIONS/MEDICATIONS _____

PERMISSION FOR MEDICAL TREATMENT: In the event of an emergency requiring medical attention, I hereby grant permission for emergency treatment for my child. I expect an effort will be made to contact me if an emergency occurs. I understand the cost for any medical attention may not be covered or paid by school or the North Dakota High School Activities Association. I hereby state that to the best of my knowledge, the above information is true. I approve participation in athletic activities. I hereby authorize release of the information contained in this document to the school nurse, athletic director, superintendent, principal and athletic trainer.

SIGNATURE OF PARENT/GUARDIAN _____

DATE _____