



**2019-2020 Activities Handbook**  
**Westhope Public School**  
*“Home of the Sioux”*

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## **ACTIVITY DIRECTOR'S MESSAGE**

Westhope Public Schools supports the activities program with enthusiasm as a positive valuable means of education and recreation when organized along the following guidelines.

1. Participants shall be treated as regular students. No special consideration is given them for grades or assignments.
2. Full allegiance must be given to the North Dakota High School Activities Association and its constitution and by-laws.
3. The activities program must be conducted for the benefit of the participants, with maximum concern for their safety, health, and wellbeing.
4. Coaches employed as regular faculty members, and those who are non-faculty are expected to exhaust all legitimate channels for promoting the highest level of excellence in the program and are to be evaluated on the basis of their loyalty and contribution to the total school program.
5. All participants involved must be mindful that participation in the activities program is a privilege.

Pursuant to these policies and guidelines, the extracurricular activities are organized within the activities department under the direction of the activities director, who, in turn, reports to the principal, the superintendent, and to the Westhope Board of Education.

Sioux Pride!

### **Mission of Our Activities Program**

Our Activities Program mission is to instill life long skills that can be used throughout their lives. We want our participants to learn to set big goals and develop the work ethic, the determination, and mindset needed to be able to attain those goals.

Our students will be called upon to be role models, so therefore they will be held to a higher standard. Accountability we be a main attribute that our student-participants learn. They will make mistakes throughout their high school career, but we will hold them accountable and clarify what is expected from them.

Our participants will be students first and participants second. Our participants will be accountable in the classroom for their work and behavior. We will stress the importance of getting an education and being successful in the classroom.

In conclusion, our participants will be held to a very high standard in all aspects of their lives, whether it be on the playing surface, the classroom, or the community. Our participants will demonstrate high character values that can be used throughout their lives and will represent Westhope in the highest manner!

## **I. School Policy on Sportsmanship**

## 1. Sportsmanship ABCB Board Policy

A primary goal of the sports program is to teach sportsmanship. Student participants, student spectators, district personnel, and public spectators are expected to support this goal.

## 2. Rules of Conduct

The athletic director shall develop rules of conduct for athletic events. These rules shall be published in student and employee handbooks and disseminated to district patrons using the method deemed most appropriate, effective, and cost efficient by the superintendent.

The superintendent and law enforcement may evict violators of these rules from the athletic event, and the superintendent may prohibit and/or restrict attendance at future events. In addition, district students and employees violating these rules may be subject to disciplinary consequences in accordance with district policy and law.

## II. Program Expectations

The Westhope High School believes that sports programs serve educational purposes in the lives of the district's students. One of these purposes is the development of good sportsmanship. The primary focus of the challenge of achieving good sportsmanship is on the student, but others are involved.

The school board believes that administrators must insist that good sportsmanship is the goal; athletic directors must realize the value of sportsmanship and set the tone for the implementation of its good practice.

The coaches must accept the responsibility of making each athletic contest a showcase for education. They are expected to be models of self-control and dignity for players and spectators.

The players must be taught to handle themselves in a sportsmanlike way; they are also expected to project good sportsmanship in the activities in which they participate. Student fans must be reminded that their conduct reflects on their school, and that poor sportsmanship will not be tolerated.

Adult spectators must realize that they also must exhibit good sportsmanship at athletic events. Spectators serve as a model for their own children and for other young people in

the community. Spectators also need to demonstrate self control and dignity while participating in athletic events.

Administrators and coaches shall practice good sportsmanship. Students will be taught good sportsmanship and be held accountable for their actions. Spectators will be reminded and encouraged to be appropriate role models for young people. The school board will support staff and administrators who enforce sportsmanship rules at athletic and other competitive events, including evicting students or adults who violate the district guidelines.

Additional administrative rules may be developed providing enforcement of these expectations and also includes positive incentives.

### **III. Pre-Season Parent Meeting**

1. Parent and student attendance is mandatory at the meeting.
2. Notifications will be made so all parties are informed of the meeting.
3. If registered officials are available in the area, they will be invited to share the new rules changes for the new season.
4. Parents will be given the challenge to be leaders in the stands to others.
5. The sportsmanship plan will be distributed to each parent and student and discussed.
6. Students will be asked to explain to parents what proper conduct is at a game.
7. Privileges and disciplines of athletics will be reviewed.
8. Parents and students will be asked to sign a code of conduct or the rules sheet.
9. The video "Be A Fan not a Fanatic" may be shown, if necessary.
10. If deemed necessary, other materials may be requested from the NDHSAA to assist at the meeting.

### **IV. Codes of Conduct at WHS**

#### *School Board*

1. Adopt policies/resolutions that promote the ideals of sportsmanship.
2. Serve as a positive role model and expect the same from parents, participants, coaches and other school personnel.
3. Support and reward participants, coaches, school administrators and fans who display good sportsmanship.
4. Recognize the value of school activities as a vital part of education.
5. Attend and enjoy school activities.
6. Apply sportsmanship policies/rules equitably at all times.

#### *School Administrators*

1. Develop a program for teaching and promoting sportsmanship.
2. Provide appropriate supervisory personnel for each interscholastic event.
3. Recognize exemplary behavior and actively discourage undesirable conduct by participants, coaches and fans.
4. Attend events whenever possible.
5. Apply sportsmanship policies/rules equitably at all times.
6. Develop a crowd control plan for both home and away games.

#### *Coaches*

1. Follow the rules of the sport during the progress of the contest.
2. Accept the decisions of contest officials.
3. Avoid offensive gestures or language.
4. Display modesty in victory and graciousness in defeat.
5. Avoid the public criticism of game officials.
6. Teach sportsmanship and reward/acknowledge players that display good sportsmanship.
7. Provide instruction, training and motivation without put-downs and/or the use of abusive language.
8. Educate and sensitize themselves to cultural differences, gender equity, and disability issues.

#### *Student-Participants*

1. Show respect at all times for coaches, opponents, and game officials.
2. Accept the decisions of contest officials.
3. Avoid offensive gestures or language.
4. Display modesty in victory and graciousness in defeat.
5. Follow the rules of the game.
6. Show respect for public property and equipment.

#### *Spectators*

1. Avoid criticism of game officials and sideline coaching which may sidetrack the participants from their performance.
2. Stay off the playing area.
3. Show respect for public property and equipment.
4. Take part in cheers with cheerleaders.
5. Work cooperatively with contest officials and supervisors in keeping order.

#### *Cheerleaders/Bands*

1. Know the contest rules and cheer/play at proper times.
2. Encourage support for any injured participant.
3. Show respect for opposing cheerleaders/bands.
4. Lead positive cheers with praise for your team without antagonizing the opponents.
5. Dress in school-approved uniforms.
6. Show respect at all times for officials, opponents, and spectators.
7. Show respect for public property and equipment.

### *Officials*

1. Accept your role in an unassuming manner.
2. Know the rules, apply them equitably at all times, and keep the game moving.
3. Publicly shake hands with coaches of both teams before the contest.
4. Never show emotions or argue with a player, coach, or fan.
5. When watching a game as a spectator, give the officials the same respect you expect to receive when working a contest.

### **Consequences**

The Westhope High School is dedicated to the philosophy that good sportsmanship should be portrayed at all events involving Westhope School students and spectators. The following below will be a guideline for inappropriate behavior by spectators at events.

1. Depending on the severity of the action, the spectator will be warned or removed from the event.
2. Depending on the severity of the inappropriate behavior, the punishment may result in suspension from attending activities for a period of one activity up to the rest of the school year.
3. Further incidents will result in the loss of the privilege to attend any future Westhope HS activities.
4. Students may be suspended from school for inappropriate behavior at school sponsored events, including away events. Interscholastic events are an extension of the classroom, therefore, the same rules apply.
5. Students will write letters of apology to those people they have offended. They will also make a verbal apology to the local people who were offended.

### **Acceptable Behavior at WHS Activities**

1. Accept all decisions of contest officials.
2. Applaud during player introductions.
3. Shaking hands with opponents who foul out of the game.
4. Cheerleaders leading fans in positive cheers.
5. Handshakes between participants and coaches at the end of the contest, regardless of the outcome.
6. Treat the competition as a GAME.
7. Everyone showing concern for an injured player, regardless of team.

### **Unacceptable Behavior at WHS Activities**

1. Disrespectful or derogatory yells, chants, songs or gestures.
2. Booing or heckling an official's decision.
3. Criticizing officials in any way. • Yells that antagonize opponents. • Refusing to shake hands.
4. Blaming the loss of a game on an official, coach or participant.
5. Taunting or name calling to distract an opponent.
6. Use of profanity.
7. Hand-held signs containing derogatory language.

### **V. Promotional Strategies**

#### **Sportsmanship recommendations of WHS**

1. Have the public address stress the importance of sportsmanship prior to all varsity athletic events. This would be read before the starting lineups and the National Anthem.
  - A. "Good evening, Westhope High School welcomes you for tonight's game. One of the goals of high school athletics is learning lifetime values. Sportsmanship is one such value that makes these games an educational experience. Remember, be a good sport! And now let's meet the starting lineups...."
2. Players and Coaches are expected to shake hands with the opposing team after each event. This will be done at the conclusion of each event.
3. Positive sportsmanship will be promoted in the elementary grades. Materials will be sent home at various times that can be shared with parents and siblings. Reminders will be printed in the daily memo to all students to explain good sportsmanship,



paying respect during the school song and National Anthem, and encouraging younger students to actually watch the game they attend, rather than running around the facility.

4. Sportsmanship will be an vital part of the criteria for any performance award such as MVP, All-Conference etc....
5. Sportsmanship will be stressed at all school assemblies and pep rallies.
6. Any spectator being abrasive at a Westhope HS interscholastic activity, will be visited by an administrator to correct the concern.
7. A note will be placed in the program reminding fans about positive sportsmanship at Westhope HS. Also, the guidelines of "Respect and Protect for fans, coaches, and participants" will be strongly emphasized and not to approach any of the coaches or participants unless in a positive manner at the conclusion of any event.

## VI. Bullying Policy

"Bullying" means:

Conduct that occurs in a public school, on school district premises, in a district owned or leased school bus or school vehicle, or at any public school or school district sanctioned or sponsored activity or event and which:

1. Is so severe, pervasive, or objectively offensive that it substantially interferes with the student's educational opportunities;
2. Places the student in actual and reasonable fear of harm;
3. Places the student in actual and reasonable fear of damage to property of the student; or
4. Substantially disrupts the orderly operation of the public school; or
5. Conduct that is received by a student while the student is in a public school, on school district premises, in a district owned or leased school bus or school vehicle, or at any public school or school district sanctioned or sponsored activity or event and which:
  - i. "Conduct" includes the use of technology or other electronic media.
6. Is so severe, pervasive, or objectively offensive that it substantially interferes with the student's educational opportunities;
7. Places the student in actual and reasonable fear of harm;
8. Places the student in actual and reasonable fear of damage to property of the student; or
9. Substantially disrupts the orderly operation of the public school.

***\*\*Bullying in the school building, on school grounds, on the bus, or at school sponsored functions will not be tolerated and will be grounds for disciplinary actions including suspension or expulsion.\*\****

Please reference school board policy for more information

## **VII. HAZING ACEB Board Policy**

“Hazing” means committing an act against a student, or coercing a student into committing an act that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. The term hazing includes, but is not limited to:

1. Any type of physical brutality such as whipping, beating, striking, paddling, branding, electronic shocking or placing a harmful substance on the body.
2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the students to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the student's mental or physical health or safety.
4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame or humiliation, which adversely affects the mental health, or dignity of the student or discourages the student from remaining in school.
5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies of regulations.

“Student Organization” means a group, club or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

### **North Dakota Hazing Code 12.1-17.10 Hazing - Penalty**

A person is guilty of an offense when, in the course of another person's initiation into or affiliation with any organization, the person willfully engages in conduct that creates a

substantial risk or physical injury to that other person or a third person. As used in this section "conduct" means any treatment or forced physical activity that is likely to adversely affect the physical health or safety of that other person or a third person, or which subjects that other person or third person to extreme mental stress, and may include extended deprivation of sleep or rest or extended isolation, whipping, beating, branding, forced calisthenics, over-exposure to the weather, and forced consumption of any food, liquor, beverage, drug or other substance. The offense is a Class A Misdemeanor if the actor's conduct causes physical injury; otherwise the offense is a Class B Misdemeanor.

The school district urges students to avoid being either a perpetrator of such acts or a willing participant in such behaviors. Alleged hazing, when substantiated by facts obtained through the due process procedure, will result in disciplinary action being taken against the participants.

#### **VIII. Medical Guidelines**

##### **1. Physicals**

- A. Physicals are to be done every school year
- B. They must be handed into the office or the Athletic Director
  - 1. Must be medically cleared and verified by the Activities Director to be able to practice or play.

##### **2. Concussions**

- A. We have adopted the NDHSAA Concussion Policy
- B. The concussion procedure is on the next page



**North Dakota High School Activities Association  
Concussion Management Procedure**



Due to the increased focus on minimizing the risk for athletes exhibiting signs, symptoms and behaviors of a concussion, the National Federation of State High School Associations (NFHS) has placed the following language in all sports rule books beginning in 2010-11:

**“An athlete who exhibits signs, symptoms or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play [that day] until cleared by an appropriate health-care professional.”**

It is highly recommended that every coach, official, student-athlete and parent should successfully complete the 20 minute NFHS online course **“Concussion in Sports—What You Need to Know”**. The course can be accessed at: [www.nfhslearn.com](http://www.nfhslearn.com)

To implement this rule change, the NDHSAA Medical Advisory Committee has recommended the following procedures, which have been approved by the NDHSAA Board of Directors:

**Role of contest officials in administering the new rule change**

Officials are encouraged to review and know the signs and symptoms of a concussion and immediately remove any athlete who displays the following signs or symptoms from the contest.

- Headache
- Fogginess
- Difficulty concentrating
- Easily confused
- Slowed thought process
- Difficulty with memory
- Nausea
- Lack of energy, tiredness
- Dizziness, poor balance
- Blurred vision
- Sensitivity to light and sounds
- Mood changes—irritable, anxious or tearful

**Only an Appropriate Health Care Professional (AHCP) can determine if an athlete has had a concussion.**

- An Appropriate Health Care Professional is empowered to determine whether an athlete has received a concussion.
  - Member schools shall determine their AHCP. AHCP is defined as a medical professional functioning within the levels of their medical education, medical training, and medical licensure.
- If it is determined that an athlete has a concussion, that decision is final and the athlete must be removed from all competition for the remainder of that day.
- If the event continues over multiple days, the designated event AHCP has ultimate authority regarding any return to play decision during the event.

**Procedure to follow if an official removes an athlete and the AHCP has determined the athlete does not have a concussion**

- If it is confirmed by the school’s designated AHCP that the athlete was removed from competition but did not sustain a concussion, the head coach may so advise the officials during an appropriate stoppage of play, and the athlete may reenter competition pursuant to the contest rules.

**Procedure regarding an authorization to return to practice/competition in the sport:**

- Once a concussion has been diagnosed by an AHCP, only an AHCP can authorize a subsequent return to play.
  - The clearance must be in writing;
  - The clearance may not be on the same date on which the athlete was removed from play.
- It is recommended that school administration notify the coach when an athlete has permission to return to play.

**In the event a Transfer of Care form has not been previously filed with event management, school /NDHSAA designated AHCP medical providers shall not have their decision regarding an athlete’s ability to return to competition overruled by any other AHCP.**

**NFHS suggested Concussion Management Guidelines for Health Care Professionals if the athlete has received a concussion of the day of competition.**

- No athlete should Return to Play (RTP) or practice on the same day of a concussion.
- Any athlete suspected of having a concussion should be evaluated by an AHCP that day.
- Any athlete with a concussion should be medically cleared by an AHCP prior to resuming participation in practice or competition.
- After medical clearance, RTP should follow a step-wise protocol with provisions for delayed RTP based upon the return of any signs or symptoms.

**WHEN IN DOUBT...SIT THEM OUT**

Board approved: Sept. 2010

**IX. Administration Guidelines of Interscholastic Athletics/Activities at WHS**

**Policies of Interscholastic Athletics/Activities  
Westhope High School**

**1. Organizational Chart and Steps to take for public concerns about Athletic/Activity programs at WPS.**

The following is the organizational chart as related to athletics and activities at Westhope Public Schools.

**Board of Education  
Superintendent/Building Principal  
Activities Director  
Head Coach/Director/Advisor**

- A. Individuals with concerns must first address their concerns with the coach or advisor of the activity. This should be done no sooner than the day after an activity. Individuals should contact the coach or advisor and set up an appointment.
- B. If the concern relates to an athletic or activity program and if the concern cannot be resolved between the individual(s) and the coach/advisor, then the individual(s) with the concern shall contact the activities director and then to the building principal to request a review of the situation. Upon receipt of the request, the activity director and/or principal shall proceed by involving all parties to resolve the concern as the activities director and/or principal deem appropriate. After review, the activity director and/or principal shall (in writing) inform all parties involved of their decision.
- C. If a satisfactory solution is not reached after a review and decision by the superintendent/building principal, any of the parties now involved may make written request for review to the School Board President. The written request for review shall state the specific concerns and must document that steps one, two, and three have been followed. The School Board President shall issue a written decision regarding the matter to all parties involved no later than 15 days following the request for review. The decision of the School Board President shall be final.

**If the activity director, and administrator, or a School Board member is approached by an individual(s) with a concern about any activity program, the individual(s) shall be informed of the procedures in these guidelines and shall be advised to contact the appropriate coach/advisor.**

## **2. Participant Obligations**

The policies stated in this plan have been set forth by the Westhope High School for each interscholastic activity. These policies are not to punish any student but are made to increase the prestige of the students who are representing the school. These policies shall be enforced by the coaches, directors, and advisors on each activity.

## **3. Participant Objectives**

The Objectives which we hope each participant in each sport or activity will gain by participating are:

- A. to develop an appreciation for the sport and/or activity.
- B. to condition the participants to meet the demands of the event.
- C. to formulate desirable health habits.
- D. to teach basic skills
- E. to develop skills and abilities to the greatest possible capacity.
- F. to attain the knowledge of rules, techniques, and methods
- G. to expose participants to a variety of social situations, which will enable them to develop sportsmanship, team cooperation, group loyalty, courtesy, and self-control.
- H. to stimulate the desire to uphold scholastic standards.
- I. to present interesting performances.
- J. to represent the school in a wholesome manner.

## **4. Activity Lettering Guidelines**

A. Participants of various High School activities earn letters for their performance in particular activities based on the guidelines set forth by each coach/advisor. Any participant who does not complete the season of a sport or activity by not participating in post-season tournaments or meets, such as districts or regional tournaments or meets, will not earn a letter for that particular sport or activity. Exceptions may be made if the coach/advisor makes the determination not to participate. In the event of an injury which causes the athlete to miss the remainder of a season, the athlete shall be awarded a letter provided he has reached the necessary number of quarters and completed at least one half of the season's contests. Participants who are injured are not exempt from practice, but rather will be expected to aid the coaches as well as become familiar with new areas of instruction. Letters may also be given that do not meet this criteria at the discretion of the head coach and the Athletic Director.

B. The activity in order to letter needs to be sanctioned by NDHSAA

## **5. Awards**

- A. Senior Athlete of the Year Criteria
  - a. Needs to participate in 8 seasons of a sport activity throughout their high school career
  - b. They will be voted on by all varsity coaches
  - c. Administration has the right to allow a student athlete to be eligible if he/she does not meet the criteria
- B. Warrior Award
  - a. This award was created to promote participation in all NDHSAA activities
  - b. Criteria
    - i. Needs to participate in 12 seasons of a NDHSAA sanctioned activity

## **6. Bus Travel (Extra-Curricular Activities)**

- A. All participants must ride the bus to and from the games/events.
- B. Any exceptions must be approved by the Athletic Director or the head coach.
- C. A call or text from the parent will be needed.
- D. The participants must be picked up by their parents ONLY.
- E. Only exception would be if a parent told us prior and all parties are in agreeance.
- F. Participants in the WN, WNG, and WNB must ride the bus that is provided by the school to all practices and games. Any exceptions must be approved by the Activities Director or the head coach.
- G. If activity requires participants to leave the state it must be board approved

## **7. Public Relations**

- A. News Articles - All coaches, directors, and advisors are encouraged to submit news articles and other publicity concerning their teams, participants, and events.
- B. Parent and Community Relations - We encourage all coaches and advisors keep the parents of your participants involved and up to date with important information. A lot of time is spent with their children and the parents would like to get to know the coaches and advisors who are working with their children. Many problems and concerns can be averted if the coach/parent relationship is positive.

## **8. Attendance - Extra-Curricular Activities**

- A. Any student involved in extra-curricular activities in grades 9-12, must attend at least one-half day of school in order to be eligible to participate in an extra-curricular activity on any given day, including regular practice. In the event of an emergency, each case will be handled on an individual basis by the athletic director and principal. Students who are absent from school for an entire day will not be allowed to participate in any co-curricular activity on that same day. Students are required to attend a full day of school in order to participate in a co-curricular activity on the same day. Only approved medical appointments or provisional excuses are exception to this rule. Those excuses will be monitored and approved by the athletic director or principal.
  
- B. Any student who has been suspended (in-school or out-of-school) may not participate in any school activity during the period of suspension.

## **9. Practice and Open Gyms**

- A. All participants are required to attend all practices unless previously excused by the coach or the athletic director. Discipline action for missing practice will be left up to the discretion of the coach. It is hoped that parents realize that team practices are essential in order to have a successful program and that not all excuses can be accepted and excused.
  
- B. Open gyms are just that, open gyms! They are not mandatory for participants to attend. They are intended for students to get together to have something to do, such as an informal game.

## **10. Eligibility (Determination and Applicability)**

- A. Eligibility Grades – Grades will be checked every week. There will be a 3 week grace period at the beginning of the school year and after the 1<sup>st</sup> semester.
- B. We will use our semester grades for our eligibility grades. We will check on the last day of school for the week.
- C. We will start a week on a Sunday and end a week on a Sunday.
- D. If a student has an “F” in any class, they will not be able to participate in any extra curricular activity for that week.
  - a. The only exception will be if there is ungraded work that has been turned in, but just hasn’t been graded yet, once the work is graded, if it changes the grade we will honor that grade at that time. This will only be done if it benefits the student-athlete.



### **11. Curfew for Participants**

- A. Coaches/advisors will set a curfew for students who are participating in any school activity. Violation of the curfew will result in disciplinary action at the discretion of the coach/advisor. This includes participants, cheerleaders, statisticians, student managers, and any student involved in any extra-curricular activity.
- B. Exceptions will be left to the discretion of the coach and administration. Previous notification is required.

### **12. Citizenship**

- A. We at Westhope High School feel that our students are receiving an opportunity that many students would like to have but are not able to take advantage of. Therefore, we feel that he/she should be willing to conduct himself/herself in a manner which reflects good attitude, school citizenship and sportsmanship. Actions which involve poor citizenship could result in a suspension from activities. Poor citizenship will include, but is not limited to the following: Vandalism, false fire alarms, bomb scares, abusive language, indecent exposure, fighting and severe misconduct, harassment of other individuals.

### **13. Accidents**

- A. Westhope Public school **will not** carry hospitalization or accident benefit fund coverage for any of the students enrolled, and it does not assume any financial responsibility for medical or hospital claims for any students injured in any activity directly or indirectly connected with the school.

### **14. Activity Suspension Guidelines**

- A. The use or possession of tobacco products, alcohol, narcotics or other harmful illegal drugs is strictly prohibited. Any participant or member of any extra-curricular activity or organization who indulges in any of these practices will be suspended from all participation or other public appearances and from membership in any school organization from the date of the infraction or admission or date of hearing for a period of six consecutive weeks for the first offense and for a period of eighteen consecutive weeks for the second offense within the same school term. The rules follow the NDHSAA rules. Any awards ordinarily given by the school may be rescinded upon violation of the rules listed above.

- B. Involvement in any criminal activity (except minor traffic violations) and conviction by an adult court or placement on probation by a juvenile court shall result in a 6-week suspension from extracurricular activities. These guidelines will be enforced all 12 months of the year. Suspension will begin on the time and date of above said conviction.
- C. NDHSAA rules are in effect in all cases.
  - a. A student may practice cheerleading and/or athletics but may not participate in games during the suspension.
  - b. A band or choir student may practice and participate in activities that are considered class requirements but may not represent our school in NDHSAA sponsored events.
  - c. A student on suspension may not be considered for homecoming royalty.
  - d. A student will not be considered for team/district/regional awards.

#### **15. WPS Code of Conduct Guidelines**

- A. Student participation in co-curricular activities is a privilege and not a right. We at Westhope HS encourage our students to become involved in the many various activities and athletics offered to our students. If you choose to participate in Westhope High School sponsored events and activities, you must also accept the duty to become a model of character, integrity and sportsmanship.
- B. This code of conduct applies to all student participants involved in interscholastic athletics and activities. Suspension from one to nine weeks for actions which involve inappropriate behavior or poor citizenship, will be administered to students who violate.
- C. Inappropriate behavior and poor citizenship will include, but not limited to the following: vandalism, theft, assault, false fire alarms, bomb scares, abusive language, bullying/harassment, indecent exposure, fighting, detentions/suspensions, disrespect to teachers, coaches and adults and severe prolonged misconduct in the classroom or on bus trips.
- D. Length of suspension for violation of this code will be determined by the Principal/Athletic Director and Coach of the activity in which the student is involved. If the student is involved in multiple activities, each coach/advisor will be involved in the decision.

**16. Out of town/Overnight trips - Bag Checks**

- A. Out of town trips shall be scheduled to provide a high level of competition for competitive activities in athletic or academic areas.
  
- B. All students involved in an overnight school trip, shall be subject to a search of their luggage, bags, purses, and coats, as a condition of participation in the overnight trip and the related school activity, prior to and any time during the trip. The search should be conducted in private, if possible, by a school employee or chaperone, of the same gender as the student, with another school employee or chaperone present as a witness, if possible. Strip searches shall not be conducted.

**17. Use of Weight room**

- A. Permission must be obtained from the administration or coaches before using the weight room at any time.
- B. The individual who gives permission and agrees to supervise is personally liable for the health and safety of that student(s).
- C. Use of weight room must be supervised.

**18. Supervisors Code Of Ethics**

- A. The goal of all supervisors of students shall be to provide for participating students in their activity, the opportunity to develop physical and mental skills, a knowledge and understanding of the activity, the principles of sportsmanship and a sense of worth and competence.
  - a. Exemplify the highest moral character, behavior and leadership.
  - b. Respect the integrity and personality of the individual student.
  - c. Abide by the rules in letter and in spirit.
  - d. Demonstrate a mastery of a continuing interest in proper supervision through professional improvement.
  - e. Encourage a respect for all students and their values.
  - f. Promote ethical relationships.
  - g. Fulfill responsibilities to provide health services and an environment free of safety hazards.
  - h. Encourage the highest standards of conduct and scholastic achievement among all students/participants.
  - i. Seek to establish good health habits, including the establishment of sound training rules.
  - j. Strive to develop in each participant the qualities of leadership, initiative and good judgment.

**X. Elastic Clause**

A rule book is a guide. If a student commits an act not covered in this guide that threatens the safety or health of other students and staff, then the principal reserves the right to act accordingly. The student will be given the rights of due process guaranteed by law to all citizens.

**XI. Overnight Trip Guidelines**

These guideline will apply to all activities that take overnight trips in/out of state and/or include fundraising for travel from the public.

Because of the unique nature of extra and co-curricular programs that travel overnight and/or conduct extensive fundraising to allow students the opportunity to experience trips that exposes them to educational programming, the level of responsibility for them increase as a representative of our school, community and state. In order to meet these expectations all students who participate in programs that take overnight trips and/or conduct extensive fundraising for travel will be held to the following school board approved guidelines

The purpose of these guidelines is to hold students to a higher level of responsibility for the privilege of the opportunities offered to them, ensure consistency on the duration of a violation suspension across all of Westhope School's Activities, address community concerns regarding fundraising accountability, and to offer our students an avenue for restorative justice to our school and community.

These guidelines go in effect immediately upon a formal or an informal commitment to an overnight trip or travel expense fundraising program.

1. Violations of the NDHSAA student code of conduct will be handled consistently as if the student was in a NDHSAA sanctioned activity. A violation suspension during the same time period of the trip will make the student ineligible to travel. There will be no exceptions to this guideline and no refunds for expenses incurred will be given.
2. All fundraising raised prior to the violation individually will be forfeited by the student upon start of their suspension to the group or donor. The student may begin fundraising again after the 6 week or 18 week violation has been completed. Donors providing funds to the individual student will be given the option to receive a refund of their donation. It will be the responsibility of the student to offer that option to each donor and the responsibility of the student to return the requested refunded donation.
3. A violation while on a trip will result in the student being sent home at his/her own or parent's expense.

**XII. Contact Information**

1. Westhope Public School 701-245-6444
2. Athletic Director Layne Fluhrer 701-822-2363

**Westhope High School**

**Sportsmanship and Interscholastic Athletics/Activities Policy Acceptance.**

**These policy and guidelines has been read and understood by each of the undersigned individuals.**

**As a student, I accept these policies and guidelines and will adhere to the rules stated within. Also, I understand that violation of any section of these policies and guidelines will lead to disciplinary action as so stated in this handbook.**

**As a parent, I acknowledge that I have read and understand these policies and guidelines. I will encourage my child(ren) to adhere to these policies and guidelines. It is understood that any violation within these policies and guidelines could lead to disciplinary action stated within this handbook.**

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**Student Signature**

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**Student Signature**

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**Student Signature**

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**Student Signature**

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**Parent Signature**

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**Parent Signature**

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**Date**