
Parent/Student Handbook

(for Athletic and Competitive Groups)

Revised 2013



TOWNSHIP HIGH SCHOOL DISTRICT 211

UNITED STATES DEPARTMENT OF EDUCATION BLUE RIBBON SCHOOLS OF EXCELLENCE

ALTERNATIVE SCHOOLS

Introduction

Township High School District 211 has an outstanding history and tradition in interscholastic athletics and competitive activities throughout the state of Illinois. Our students are provided with excellent facilities, equipment, coaches, and opportunities. We are excited that you have chosen to take advantage of those opportunities.

This handbook will provide you with important information about the athletic and activity programs in our district. When you become a member of a team in High School District 211, there are numerous expectations you will need to meet. Many of them are explained in this

Role of District Personnel

High School District 211 Board of Education

The Board of Education is responsible directly to the taxpayers of the district and is the policy-making body for its high schools.

Superintendent of Schools

The executive function is delegated to the Superintendent of Schools who is charged with the responsibility for efficiently executing the policies adopted by the Board of Education.

Principal

The high school principal is the administrative head of interscholastic activities as well as all other activities of the school. The principal helps implement athletic policies as established by the Board of Education and Superintendent. As a member of the Illinois High School Association, the principal is the administrative head of the school and is directly responsible to the Illinois High School Association and to the Superintendent of Schools for conduct of the school's athletic activities.

Athletic and Activity Directors

The director is assigned to administer the program. It is the director's responsibility to ensure that the programs are conducted within the rules and regulations of the Illinois High School Association, the Mid-Suburban League, and High School District 211.

Cardinal Athletic/Activity Principles

The program will:

1. Be a well-coordinated part of the school curriculum.
2. Justify the use of tax funds and school facilities because of the educational aims achieved.
3. Be conducted by school authorities in full compliance with the provisions of Title IX.
4. Provide opportunities for many students to participate in a variety of activities throughout the year.
5. Foster training in conduct, game ethics, and sportsmanship for participants.
6. Encourage respect for conference and state rules and policies under which the school program is conducted.

District 211 schools are members of and abide by the by-laws of the Illinois High School Association and the Mid-Suburban League. The Mid-Suburban League is organized as shown below. A map is located on page 16.

West Division: Barrington, Conant*, Fremd*, Hoffman Estates*, Palatine*, Schaumburg*

East Division: Buffalo Grove, Elk Grove, Hersey, Prospect, Rolling Meadows, Wheeling

*District 211 schools.

Athletics

Each District 211 school offers a comprehensive sports program in accordance with the highest tradition of athletic competition and in proper perspective to the overall educational program of the District.

Shown below is a complete list of sports that are offered each season. District 211 students may participate in no more than one sport each season. Most fall sports begin in mid-August and run through October. Winter sports begin the first week in November and continue through February. Except for indoor track, spring sports start around the beginning of March and continue through May. Indoor track starts approximately February 1. Tryout dates for all sports are posted on each school's athletic website.

Fall		Spring		Winter	
<u>Boys</u>	<u>Girls</u>	<u>Boys</u>	<u>Girls</u>	<u>Boys</u>	<u>Girls</u>
Cross	Cross	Baseball	Badminton	Basketball	Basketball
Country	Country	Gymnastics	Lacrosse	Swimming	Bowling
Football	Golf	Lacrosse	Soccer	Wrestling	Gymnastics
Golf	Swimming	Tennis	Softball		Cheerleading
Soccer	Tennis	Track	Track		(Competitive)
	Volleyball	Volleyball	Water Polo		
	Cheerleading (Spirit)	Water Polo			

Competitive Offerings

- Automotive Club
- Model United Nations
- Science Olympiad
- BPA / DECA
- Pom Pon Squad
- Special Olympics
- Chess Team
- Scholastic Bowl
- Student Congress
- Flag Squad
- Speech/Debate
- Worldwide Youth in Science & Engineering
- Math Team
- Science Bowl

Code of Conduct (*Sportsmanship*)

Participation in extracurricular events is a privilege that includes responsibilities to the school, team, and community. Students should represent all of these groups by their conduct throughout the entire calendar year. In addition to following the High School District 211 Athletic and Competitive Policies and Procedures, students who are members of a team are expected to exhibit and to model five basic traits:

1. Exemplary moral character at all times.
2. Respect for self, team, sport, other programs, and the school.
3. Confidence in self, team, and coaching staff.
4. Commitment to academics, athletics, and the school community.
5. Good sportsmanship, which includes fair play and courteous treatment of teammates, opponents, and officials, while representing the school and community in a respectful manner.

Hazing

Hazing includes any humiliating or dangerous activity expected of a student in order to join a group regardless of that student's willingness to participate. Hazing is a violation of District 211 policy and can not be dismissed as simple initiations, traditions, or rites of passage.

To increase awareness of hazing activities, a district brochure has been created to clarify common practices and provide basic steps to prevent an occurrence.

Athletes should obtain a copy of this brochure from their coach or athletic director and familiarize themselves with its content.

Athletic & Competitive Activity Policies & Procedures for District 211

One purpose of the athletic and competitive activity program is to provide students wholesome competition on an interscholastic level. A necessary corollary to this purpose is the development in students of a sense of dedication and the establishment of high standards of conduct and attitude. Because participants represent their school, they are expected to represent high standards of morality and conduct. Because student conduct is expected to be exemplary the year round, these policies and procedures will be enforced throughout the entire calendar year. In order to participate in the athletic and competitive activity program, the student and his/

her parents shall be required to attend a mandatory pre-season meeting at which parents and the student will be informed about training and participation rules and the function of the Athletic/Activity Board. Failure to attend will restrict participation.

Misconduct among participants shall include offenses such as the possession or use of tobacco in any form, possession or use of alcohol or drugs, theft, dishonesty, and other misconduct. Students who are found to be involved in such misconduct will face disciplinary action according to procedures outlined in section B, Disciplinary Procedures. When alcohol or drugs in any form are present at student parties, it is recommended that students involved in athletics or activities leave the party immediately.

A participant who admits to a drug, alcohol, or tobacco-related problem to a school staff memberTw 12 0 por a c

Athletic & Competitive Activity Policies & Procedures for District 211 *(continued)*

3. The Athletic/Activity Board will meet to review the situation. The Board may invoke one or more of the following:
 - a. Dismiss the charges.
 - b. Place the student on probation for a specific length of time.
 - c. Invoke a suspension.
 1. A minimum penalty for first violation of possession/ use of alcohol, tobacco in any form, or drugs will be 25% of the scheduled contest dates. (Each tournament day, multiples, invitationals, and double headers count as one contest date at the participant's level of competition.)
 2. When a suspension is invoked for a drug, alcohol, or tobacco violation, the student must attend and successfully complete an educational program recommended by the Athletic/Activity Board. The cost of the educational programs will be the responsibility of the student's parents.
 3. The penalty for theft and dishonesty will be established by the Board after review of the infraction.
 4. When a suspension is invoked, the Athletic/Activity Board will determine the season(s) in which the penalty will be served.
 - d. Drop the student from the sport or activity for the remainder of the season.
 - e. Drop the student from participation in athletics or activities for the remainder of his/her time in high school.
4. The decision of the Board will be communicated in writing to the parent of the student.

C. General Rules

Suspected violations and/or rumors are to be directed to the student's immediate coach or sponsor. It is hoped that the coach or sponsor can serve in a counseling role and directly inform the participant of the allegations and the importance of correcting an improper image. The director of student activities should be consulted if any doubt exists regarding the convening of an Athletic/Activity Board.

Adopted by the Board: August 8, 1988
Revised: July 13, 1989
Revised: January 17, 1991
Revised: April 16, 1992
Revised: June 4, 1998

Requirements for Participation

In order to be able to participate in practices or contests, each athlete must have satisfied the following:

1. A valid physical must be on file with the school nurse. Physicals are valid for 13 months (Athletics, Poms, Flags).
2. A signed parent permission form must be on file with the Athletic/ Activity Director for each sport or activity of participation for that current year.
3. A current medical emergency card must be on file with the Athletic/ Activity Director for each sport or activity of participation for that current year.
4. Each athlete and at least one parent must attend a “Meet the Team Meeting” during or prior to their initial season of participation. These meetings are scheduled individually by each head coach for their respective programs.
5. Each athlete must meet both I.H.S.A. eligibility requirements *and* District 211 eligibility requirements in order to participate.

Parent/Coach Communication

Research indicates a student involved in extracurricular activities has a greater chance of success in academic work as well as in adulthood. Many of the character traits required to be successful participants are exactly those that will promote a productive life after high school. The information provided in this brochure is meant to be a resource for parents and students.

Both parenting and coaching are extremely difficult. By establishing an understanding of the responsibilities shared by both parent and coach, we are better able to accept the actions of the other and provide greater benefit to student-athletes. As parents, when your children become involved in a school program, you have a right to understand expectations that are placed on your child. This begins with clear communication from the coach.

Please be assured that communication and discussion of concerns with your child’s coach will not result in any penalty whatsoever related to your child’s participation as a student-athlete.

1. Call to set up an appointment (*appointments should be scheduled through the coach's teaching*
~~GSD/DA~~)
2. If the coach cannot be reached in their department, call the Athletic Office. They will set up the meeting for you.
3. Please do not confront a coach before or after a contest or practice; these can be emotional time for both parents and coaches. These meetings usually do not promote resolution.

What a parent can do if the meeting with the coach does not provide a satisfactory resolution:

1. Call and set up an appointment with the Athletic Director to discuss the situation.
2. At this meeting, the appropriate next step can be determined.

If at any time your child has been physically or emotionally abused by a coach, immediately contact the Athletic Director.

Eligibility Guidelines and Procedures for Athletics and Competitive Activities

Students involved in athletics and competitive activities are subject to Illinois High School Association eligibility rules and also the guidelines set by District 211.

I.H.S.A. Eligibility Guidelines:

- Eligibility is checked weekly.

District 211 Eligibility Guidelines:

Eligibility for competition is assessed at the end of the following grading periods:

- Quarter 1
- Semester 1
- Quarter 3
- Semester 2

Sophomores, Juniors, and Seniors

- “F” at 1st/3rd quarter = probation
- “F” at 1st/2nd semester = ineligible
- Under 2.0 GPA at quarter or semester = probation
- Under 2.0 GPA for two consecutive grading periods = ineligible

Physical education or driver education are not included in the 2.0 GPA

Freshmen & Transfer Students

- “F” at 1st/3rd quarter = probation
- “F” at 1st semester = probation
- “F” at 2nd semester = ineligible
- Under 2.0 GPA at quarter or semester = probation
- Under 2.0 GPA for two consecutive grading periods = probation

Physical education or driver education are not included in the 2.0 GPA

N.C.A.A. Guidelines for Initial Eligibility *(continued)*

Student athletes interested in pursuing athletic opportunities in college should discuss their interest with parents, coaches, and counselors. Prospective student-athletes must register with the NCAA Eligibility Center and meet academic eligibility standards as determined by NCAA. Registration with the NCAA Eligibility Center must be completed by the student and parent; the school may not complete the registration process on behalf of the student. Complete details are available at www.ncaa.org or www.eligibilitycenter.org.

Physical Education Exemption Procedures

Juniors and seniors participating in interscholastic athletic programs and enrolled in at least five (5) subjects may request to be excused from physical education during their athletic seasons. Athletes excused under this provision will be assigned to study hall.

Athletes wishing to exempt from physical education because of their athletic participation should obtain exemption forms from their Athletic Director. These forms are available one week after the first team practice.

Athletes should complete the forms, obtain the signatures of their coaches, and return the forms to their counselors who will certify that the forms are properly completed and that the requests are valid.

Counselors will make appropriate schedule changes and inform athletes of dates they are expected to return to physical education classes.

It is the responsibility of athletes to return to physical education classes if team membership is terminated.

Attendance

When students are absent from school, they may not participate in any extracurricular activity that day. This is done primarily as a safety factor for athletes as well as the school. Pre-approval by the principalship is an exception. The general procedure to be followed is:

1. If a student is absent (on the daily absentee list) or misses **any part** of the school day, they must get permission from the principalship to participate in any activities. Notes from home are

Athletic Injuries and Treatment

Training Room

The athletic training room is a health care facility. It is open for treatment after school and before practices and contests. Each training room is staffed by athletic trainers who are certified by the National Athletic Trainers' Association. Athletic trainers will administer treatment to athletes that have been injured as a result of their participation in interscholastic athletics. Athletes should be treated by a certified athletic trainer (CAT) who is at least 14 years of age.

Athletic Injuries and Treatment *(continued)*

Emergency Procedures

Athletic trainers will notify parents or guardians in case of emergencies. If parents or guardians cannot be reached, athletic trainers will contact the alternate name on student's emergency card. Athletic trainers shall follow directions of designated adults with respect to securing additional health care and related transportation services for athletes.

If the designated adults cannot be reached, the athletic trainer will call the paramedics, if necessary.

If, in the judgement of the athletic trainer, injuries are limb or life threatening, the paramedics will be called. When parents or guardians will be notified.

Coaches, athletes, parents, and athletic trainers are encouraged to communicate on all phases of injuries.

Transportation

All extracurricular students are required to use transportation (bus or van) provided by the school to and from all off-campus contests and practices. Only team members and school personnel will be permitted to ride on High School District 211 vehicles. Students may not participate all off-campus s. Students may not

Athletic Awards

In all sports, coaches recommend players for awards based on the level of participation and dedication. Unless there are unusual circumstances attendant to cases, athletes who do not finish a season for any reasons other than injuries, do not qualify for awards. Coaches consider training, cooperation, sportsmanship, and attitude in making the list of athletes recommended for awards. These items being satisfactory, athletes may qualify for awards if they have played sufficient lengths of time in a sport season; injuries may be taken into consideration. Athletes are only awarded on varsity or minor letter. If an athlete participates in more than one sport and qualifies for an additional award, an emblem or pin is awarded to place on the letter. Certificates are given to all participants. It is the responsibility of each coach, with the approval of the Athletic Director, to establish criteria for awards in each sport. These criteria should be discussed with athletes and parents prior to the season.

Athletes who have never received a varsity letter in a particular sport but have participated in that sport for four years may, at the coach's discretion, receive a varsity letter after the fourth year of participation.

1. The following are award recommendations as set by the conference:
 - a. The varsity monogram -- 8 inches high
 - b. The junior varsity monogram -- 6 inches high
 - c. The sophomore monogram -- 4 inches high
 - d. Numerals (awarded to freshman participants) -- 3 inches high
2. An identifying emblem/pin attached to the monogram, designating the sport.
3. A certificate denoting participation, or the earning of an award, in a given sport.
4. Only one monogram may be awarded for any level of competition.

Some common guidelines for awards are as follows:

1. **Badminton**
By playing in one-half of the scheduled matches.
2. **Baseball and Softball**
By playing in one-half of the innings for the season or one-third of the games as a pitcher.
3. **Basketball**
By playing one-half of the quarters of the level of participation.
4. **Bowling**
By playing in one-half of the total number of games.

Athletic Awards *(continued)*

5. *Cheerleading*

By performing in one-half of total number of games.

6. *Cross-Country*

By averaging eighth or better in a season.

7. *Football*

By playing in one-half of the quarters of the level of participation.

8. *Golf*

By placing among the first five in the conference meet or by averaging 11/2 points a match in dual meets.

9. *Gymnastics*

By competing in one-half of the scheduled meets.

10. *Lacrosse*

By playing in one-half of the quarters of the level of participation.

11. *Soccer*

By playing in one-half of the quarters of the level of participation.

12. *Swimming*

By participating in one-half of the meets, or by placing first through fifth in the M.S.L. Conference Meet.

13. *Tennis*

By playing in one-half of the scheduled meets.

14. *Track and Field*

By averaging two points a meet in varsity dual meets; by placing first through sixth in the M.S.L. Conference Meet. Relay members receive the same number of points as relay team.

15. *Volleyball*

By playing in one-half of the total number of games.

16. *Water Polo*

By playing in one-half of the total number of games.

17. *Wrestling*

By wrestling in one-half of the matches of the level of participation.

18. *Athletic Manager/Student Trainers*

Students who serve as managers or trainers for a sport may be awarded letters at their participation level.



TOWNSHIP HIGH SCHOOL DISTRICT 211
*Extraordinary Opportunities. Innovative Teaching.
Exceptional Learning.*

Mid-Suburban League Map

