

**WHITEFISH HIGH SCHOOL
SCHOOL ACTIVITIES PROGRAM**

The following information is intended to be a guideline for many of our school procedures and policies.

Each student participant, parent, and coach should be familiar with the student activity handbook so that he/she understands rules and regulations that guide our participants.

If you are not sure of a policy or if it seems unclear, contact the Athletic Director, Assistant Principal or Principal for clarification.

The Montana High School Association is the ruling body for Montana activities. Each student participant, parent and coach should read sections in the MHSA Handbook pertaining to his/her activities.

STATEMENT OF PHILOSOPHY

The Whitefish School District believes that a dynamic program of student activities is vital to the educational development of the student. Activities function as an integral part of the total curriculum by providing a variety of experiences in sportsmanship, teamwork, competition and by helping the individual student develop a healthy self concept. Activities add to school spirit and help all students and the community develops pride in their school.

The major objective of the activities program is to provide wholesome opportunities for students to develop physically, mentally, socially and emotionally.

ACTIVITIES HANDBOOK SUBJECT TO QUARTERLY CHANGES:

This handbook is subject to review and quarterly changes. The Whitefish High School Administrative Team and/or Superintendent may make changes if deemed necessary.

ATHLETIC/ACTIVITY ELIGIBILITY AND CLEARANCE:

Before participation in athletic practices or contests, students must have met the following eligibility and clearance requirements. Individual sports may have additional requirements and students and parents are advised to check with the head coach well in advance of participation time.

The prospective athlete must have:

1. Passed five classes in the previous semester to participate. Transfer student check with Activities Director for transfer rules.
2. Given a record of a doctor's physical examination dated May 1st or later.
3. Given proof of insurance coverage or purchased insurance available at school.
4. Purchased a WHS activity ticket and paid participation fee.
5. Returned the signature portion of the WHS athletics/activity training rules with student and parent/guardian signatures, indicating that the parties understand the rules and agree to comply with its regulations.
6. Returned the parent/guardian permission form with appropriate signature.
7. Returned the Opt-in/Opt-out Drug Testing permission sheet before first competition.
8. Students parent(s) must attend the Mandatory Parent Meeting prior to their son or daughter's first date of competition and or performance.

ACADEMIC ELIGIBILITY/PROBATION FOR EXTRACURRICULAR ACTIVITIES:

To be eligible to participate in a school sponsored extra-curricular activity, students must meet both MHSA and WHS requirements. MHSA requires that each participant receive a passing grade in at least 20 periods of prepared class work per week or its equivalent in the last semester. An incomplete in a subject is not considered a passing grade. The record at the end of a semester is final and may not be made-up in any way.

WHS exceeds the above stated MHSA requirement. To participate for WHS a student must receive a passing grade in at least 25 periods per week or its equivalent in the previous semester. Since WHS requires an additional credit for eligibility, a student would be allowed to make-up the equivalent of one credit through summer school or a correspondence class provided that the make-up course(s) is pre-approved by the principal. If the student passes the summer school or correspondence class, he/she is not on probation.

If the student fails to take or successfully complete a pre-approved summer school or a correspondence class prior to the first practice, the student will be placed on probation. The probationary conditions are:

1. The probationary time period shall be 25 school days.
2. At the end of the 25 school day period, all grades must be passing (D- or above).
3. An "F" in any subject will result in immediate removal for the rest of the semester.
4. This probationary status will be extended to a student only once during his/her attendance at WHS.

*Check with the Activities Director if you have any questions.

* A student needs to be enrolled in at least 4 classes at WHS to be eligible to compete in a MHSA activity. The 5th class could be taken through FVCC if the principal has given prior approval for a course.

ACTIVITY TICKETS/PARTICIPATION FEE:

These tickets allow the adult/student admittance to regularly scheduled home athletic events and a discount at most away games. Activity tickets/participation fees are required of all students participating in activities.

Adult Activities Pass \$50.00 Student Activities Pass \$30.00
Student Participation Fee \$30.00

ACTIVITY AND PARTICIPATION REQUIREMENTS:

Both Activity Ticket and Participation Fee:

Football, Varsity Soccer, Volleyball, Wrestling, Girls Cross Country, Golf, Track, Tennis, Basketball and Speech & Debate

Activity Tickets Only:

JV Soccer, Softball, Boys Cross Country, Pep Band, Drum Line, Orchestra, Vocal Ensemble, Cheerleaders, Drama/Thespians, Managers and Student Trainers

Participation Only:

Foreign Exchange Students

ACTIVITIES AT WHITEFISH HIGH SCHOOL:

Fall	Winter	Spring
Football	Boys/Girls Basketball	Boys/Girls Track
Boys/Girls X-Country	Wrestling	Boys/Girls Tennis
Girls Volleyball	Speech/Debate	Girls Softball
Boys/Girls Golf		
Boys/Girls Soccer		
Band/Chorus/Orchestra	Band/Chorus/Orchestra	Band/Chorus/Orchestra
Drum Line/Pep Band	Drum Line/Pep Band	Drum Line/Pep Band
Cheerleading	Cheerleading	
Student Council	Student Council	Student Council
Drama	Drama	Drama
National Honor Society	National Honor Society	National Honor Society

CLUBS:

The following clubs are examples of clubs offered at Whitefish High School. New interests are being pursued annually.

Free-Flow (Science)	TNT (Homecoming)	Pep Band	Unified Students
Student Council	Drama/Thespians	Jazz Band	Skate Board Club
National Honor Society	Vocal Ensemble	Readers Club	School Newspaper
Yearbook	Junior Prom Committee		
Animee Club	Big Dawg Club	DECA	Drama Club
Environmental Club	Foreign Exchange	French Club	GSA
Poetry Underground	STAND	Young Democrats	
Young Republicans	Youth Alive		

ATTENDANCE ON DAYS OF ACTIVITIES:

In order to participate in a weekday extra-curricular activity, including practice, the student must be in school for all class periods following lunch on the day of the event.

To participate in a Saturday event the student must be present in all periods following lunch the Friday prior to the event.

Exceptions may be made in advance by the Activities Director, Principal, or Assistant Principal.

CODE OF CONDUCT:

- I. A student will be in violation of the standards of good sportsmanship established by the Whitefish School District by:
 - A. Making unsportsmanlike/degrading/critical remarks about officials or opposing team personnel before, during or after a contest either at the competition site, from the bench, in the locker areas or through any public News media;
 - B. Detaining the officials following a contest to discuss or argue a ruling or receive an explanation of action by an official, except as deemed reasonable by the coach;
 - C. Being ejected from a contest,
 - D. Physically assaulting or fighting with an official or competitor;
 - E. Taking part in any other activity deemed in violation of standards of good sportsmanship by the school's administration.
- II. Penalties for violations of the Student Code of Conduct may include but are not limited to the following:
 - A. Warning
 - B. Reprimand
 - C. Suspension from the next regularly scheduled contest/contests at any level;
 - D. Suspension from the activity/activities for an appropriate period of time, up to one calendar year.
- III. The penalty for contest ejections or for physically assaulting or fighting with an official or competitor will be dictated by MHSAs policy.
- IV. More severe penalties than those listed herein may be invoked at discretion of the coach and administration of the school.

DRESS CODE:

Students representing Whitefish High School in an extra/co-curricular activity will adhere to the following dress code:

*On game days during school hours and during special events all participants (including managers) will either be dressed up or will wear team apparel and "nice pants". (Head Coach will determine nice pants.)

*Special events include and are not limited to: Booster Kick-Offs, Banquets and Tournaments.

*Head coaches may set additional standards for their team.

It will be left up to the discretion of each head coach whether athletes will wear clothing to cover fitness bras or for boys to go shirts-skins.

ELIGIBILITY, GENERAL RULES FOR:

YOU ARE NOT ELIGIBLE TO COMPETE IN HIGH SCHOOL ATHLETICS IF:

1. You reach the age of 19 years prior to midnight, August 31.
2. You have already attended four years of school after the 8th grade.
3. You have participated in four seasons of any sport.
4. You have not passed a physical exam and have it on file at your school.
5. You have violated your status as an amateur athlete by:
 - A. Accepting any amounts of money or usable merchandise.
 - B. Selling a prize won in competition.
 - C. Accepting awards that exceed \$50 in value.
6. You change residence without a corresponding change by your parents or legal guardian.
7. You participate in any All Star, charity or benefit games of any kind during or after seasons.
8. Anyone else besides you or your parents pays a fee for specialized training, such as a summer camp or if you are practicing with your coach outside the season of football, basketball or wrestling. The exception is during June and July when you can work with your coach. You cannot work with your coach after July 31.
9. If students' required practices are interrupted by sickness, injury, academic probation and/or a training violation for a period of 2 weeks or more, then the student shall be required to practice five (5) additional practice days before his/her next day of competition. (Six (6) additional practice days for Football).

FAMILY NIGHT:

Whitefish High School shall refrain from scheduling any activity after 7:00 p.m. on all Wednesdays. This time shall be designated as family night.

HOTEL ROOM CHECKS:

Hotel room checks may be announced or unannounced and are for the purpose of maintaining order, discipline and compliance with school policy. A coach or other school employee is required to do room checks and may deem it necessary to search a student's hotel room and its contents when on overnight trips.

Coaches will assign motel/hotel rooms by the same sex only. Girls are not to enter rooms assigned to boys; boys are not to enter rooms assigned to girls. When it is necessary to have a meeting with both boys and girls it will be under the direct supervision of the head coach/advisor.

When on an overnight trip all students must remain at the hotel/motel unless given explicit permission by the head coach/advisor to leave and return as directed.

Students are not allowed to charge to their hotel/motel room, i.e. food and phone calls.

If a participant is found to have violated school policy or is insubordinate to school employees, that participant will be sent home early, at parent's expense, and subject to disciplinary actions.

INITIATIONS/HAZING:

“Hazing” includes, but is not limited to, any act that recklessly or intentionally endangers the mental or physical health and safety of a student for the purpose of either initiation, or as a condition/recondition of attaining membership and affiliation with any District sponsored activity, or grade level attainment. “Hazing” includes, but is not limited to either:

- Forcing consumption of any drink, alcoholic beverage, drug, or controlled substance,
- Forcing exposure to the elements,
- Forcing prolonged exclusion from social contact that could adversely affect the mental or physical health or safety of a student,
- Requiring, encouraging, authorizing or permitting another to be subject to wearing or carrying any or physically burdensome article, or
- Other such activities intended to degrade or humiliate.
- Whitefish School District Policy 3226

SEXUAL HARASSMENT POLICY:

Whitefish High School and the Montana High School Association believe that all individuals should be treated with respect and dignity. Students should be able to participate in extra/co-curricular activities in an environment that is free from sexual harassment and sexual violence.

EQUAL OPPORTUNITY POLICY:

It is now and will be the policy of School District No. 44 to take affirmative action to eliminate discrimination in personnel policies and procedures based on race, color, religion, national origin, age, marital status, ancestry, receipt of public assistance, political beliefs, physical or mental handicap, or sex (unless where such status is a bona fide occupational qualification).

Jill Rocksund, Principal of Muldown Elementary School, is the Title IX Coordinator for School District No. 44. Phone number: (406) 862-8620 extension 202.

Dave Means, Director Special Service Whitefish School District #44, is the Title II/504 Coordinator for the School District No. 44. Phone number: (406) 862-8640 extension 507.

LETTERING REQUIREMENTS:

Each Head Coach/Advisor will determine the criteria for lettering in their programs. However, the following items will be consistent throughout every athletic/activity program that awards a WHS letter:

1. A participant must complete the season in “good standing.”
2. If a participant has a training rule violation during the season, their opportunity for a “letter” is forfeited, even though they finish the season.
3. Participants who earn All-Conference or All- State honors, even though they don’t earn a WHS letter, will receive those honors
4. Awards, letters and all other honors will be left to the discretion of each Head Coach/Advisor.

MANAGERS:

Head Coaches/Advisors have the discretion to allow student managers to travel at any given time throughout the season. Lettering a student manager is also at the judgment of the coach/advisor.

OUT-OF-SCHOOL MISCONDUCT:

Students traveling for extra/co-curricular activities must conduct themselves in a responsible manner. Failure to do so creates a major liability for the school district and our employees. The community of Whitefish is very supportive of student activity endeavors and the community deserves our very best representation.

Any Whitefish School District student's misconduct outside of school time and away from school property has a negative impact on normal school system operations. As determined by the school district administration, an offending student may be held accountable for such misconduct. Student penalties may include suspension, expulsion, removal from activities or offices, or some other appropriate form of punishment available to district administrative staff. Examples of such misconduct may include harassment or vandalism directed against school staff, crimes directed at other students, unlawful acts committed while a member of a school activity or other offenses deemed as appropriate to justify such school district response.

PARTICIPATION/TRAINING RULES:

The purpose of the extra- and co-curricular training rules is to insure the safety of students and to maintain the integrity of the activities program offered in the Whitefish School District.

Whitefish School District No.44 students who choose to participate in district interscholastic athletics, co-curricular activities including but not limited to, student government, speech and debate, music, drama, National Honor Society and cheerleading are subject to the following regulations during the course of such activities irrespective of the season or length of season. Where violations occur and penalties are enacted, the consequences will apply to all students' activities covered by these rules. Any criminal behavior reported to the District may result in a student's removal from any extra co-curricular or school sponsored activity for an amount of time judged appropriate by the school's administration.

POLICY DURATION:

These Training rules apply to all participants over the life of the participant's eligibility at Whitefish High School. The Rules are in effect from the first day of the activity until the end of the season and/or until the end of the final competition for that activity and the student has returned to Whitefish or has been released to his/her parents/guardian.

All violations of established training rules and School Board Policy 3310 follow the student throughout his/her high school career. For example, a student may incur violations of the training rules and policy throughout his/her school career from grade 9 through grade 12 regardless of the participant's activity, i.e., speech, drama, basketball, etc.

PROHIBITED CONDUCT:

Students will not be allowed to attend any non-family gathering or function (either school-related or not school related) where illegal drugs and/or alcohol are present. Non-compliance with this prohibition will invoke all of the stated consequences for disciplinary actions. Should a student attend a non-family gathering or function without prior knowledge that illegal drugs and/or alcohol will be present and, thereafter, learns that illegal drugs and/or alcohol are present; the student must leave the gathering or function immediately. If the student remains at such gathering or function after having knowledge that illegal drugs and/or alcohol are present, he/she will be

subject to disciplinary action. This does not restrict students from attending a gathering or function where tobacco products are present. However, under the Chemical Use Policy; students will not be allowed to use any tobacco product during a student's participation in a school activity.

CONSEQUENCES:

All related consequences for violations of this policy shall carry forward to the participant(s) next activity/season if sufficient time does not remain during the current activity/season to serve the appropriate time. All offenses, including those which are self-reported, shall be reviewed by administrative staffing, which may include student, parent/guardian, coach/sponsor, counselor, activities director, principal, assistant principal and significant others as deemed appropriate.

FIRST OFFENSE:

- A. Immediate suspension from participation in extra/co-curricular activities for five (5) calendar days from date of verification of infraction.
- B. To remain eligible, a student must practice with the team/group for ten (10) calendar days. The student will be allowed to participate in extra/co-curricular or school sponsored activities the day following the fifteen (15th) calendar day.

SECOND OFFENSE:

- A. Immediate suspension from all extra/co-curricular or school sponsored activities for not less than 45 calendar days.
- B. If students' required practices are interrupted by a training violation for a period of 2 weeks or more, then the student shall be required to practice five (5) additional practice days before his/her next day of competition. (Six (6) additional practice days for Football).

THIRD OFFENSE:

Immediate removal from all extra/co-curricular activities for the remainder of the student's school career.

SELF-REPORTING (First offense only)

A participant who receives a chemical and/or alcohol related citation from a law enforcement agency will not be allowed to 'self-report' the infraction. Should a student self report the violation to the coach or activities director prior to individual questioning, the infraction will be handled as follows:

- C. To remain eligible the student participant must practice with the team group for ten (10) calendar days following the date of self reporting of the infraction.
- D. The student will be allowed to participate in extra/co-curricular or school sponsored activities the day following the tenth (10th) calendar day of practice.

STUDENT AND PARENT/LEGAL GUARDIAN DUE PROCESS:

If a determination is made that a student has violated any of the policies, the student, parent or guardian shall be notified of the violation by telephone where possible, and also by mail. Also at this time, the student and parent or guardian shall be notified of the type of discipline that will be administered or recommended to the Board.

Any parent or legal guardian and student who are aggrieved by the imposition of any action (other than a recommendation for exclusion from an activity) shall have the right to an administrative conference for the purpose of resolving the grievance. At such a conference, the student and the parent shall be subject to questioning by an administrator and shall be entitled to question staff involved in the matter being grieved.

If the discipline involves a high school student and the recommended discipline is exclusion from participation in extra- and/or co-curricular activities for a period in excess of forty five (45) calendar days, the parent and student will be notified of the date and time the Board will consider the recommendation. Only the Board can exclude a high school student from participation in extra- and/or co-curricular activities.

DRUG AND ALCOHOL OPT-IN TESTING:

Whitefish School District will offer voluntary opt-in testing of student athletes and other participants in any athletic activity and/or extra-curricular activity for illegal substance and/or alcohol use by administering analysis tests upon receipt of a parental or guardian consent form. This policy applies to all such School District 44 students participating in any athletic activity and/or extra-curricular activity sponsored or sanctioned by the Montana High School Association (MHSA) and /or Whitefish High School.

A student participating in any athletic activity and/or extra-curricular activity and his or her parent/guardian may sign a form consenting to drug/alcohol testing. If the parent signs the consent form, and the student refuses to submit to testing, he or she will not be allowed to participate in any athletic activity and /or extra-curricular activity for the remainder of that season. Signing the consent form is a commitment to be included in the random testing pool for the entire season.

FIRST CONFIRMED POSITIVE TEST:

The first time a student's test results are confirmed positive, the student's parent/guardian will be notified, and the principal or designee will convene a meeting with the student and parent/guardian. At that meeting, the student will be required to choose one of the following options:

1. Participation in a district approved substance and alcohol abuse assistance program, including weekly drug analysis (the cost of the assistance program will not be paid by the school district); the student will not be eligible to participate in any competition or performance for five (5) calendar days following the confirmed positive test. Before becoming eligible for full participation the student must demonstrate a level of abstinence and maintain his/her participation in the prescribed substance abuse assistance program. (or)
2. Suspension from activities for the remainder of the current season and the next sports season for which the student would be eligible and qualified.

If the student should fail to select an option within seventy-two (72) hours after the notification of the test results, he or she will be deemed to have selected option number two (2) and therefore will be recommended to the school board for exclusion.

SECOND CONFIRMED POSITIVE TEST:

The second time a student's test results are confirmed positive, the student's parent/guardian will be notified and the principal or designee will convene a meeting with the student and parent/guardian to discuss the course of action to be followed.

A student's second confirmed positive test will result in the participant being suspended from participation in any athletic activity and/or extra-curricular activity for not less than forty five (45) calendar days, and/or depending on the recommendation from a licensed and approved substance abuse counselor. The suspension time will be applied to either the current season or the next season for which the student chooses to participate.

Prior to reinstatement the student must show results from a program as approved by the district's service provider, (The school will not pay for expenses related to the substance abuse program.) The participant must also produce a test prior to returning to full participation demonstrating a level of abstinence.

THIRD CONFIRMED POSITIVE TEST:

A student's third confirmed positive test in their high school career will result in automatic and immediate suspension from all activity programs for the remainder of the student's time within the Whitefish School District.

CRIMINAL OFFENSE:

Any criminal behavior reported to the District may result in a student's removal from any extra/co-curricular or school sponsored activity for an amount of time judged appropriate by the school's administration. A student who is declared ineligible under this policy retains his/her due process rights and is entitled to a hearing before the Board of Trustees.

VIOLATIONS WHEN TRAVELING:

Students traveling for extra/co-curricular activities must conduct themselves in a responsible manner. Failure to do so creates a major liability for the school district and our employees. Violations of school policy or other gross misbehaviors while traveling cannot be tolerated. The high school administration will use their discretion in dealing with traveling violations.

Our community is very supportive of student activities and they deserve our best representation.

When traveling with a school group all students must remain with head coach/advisor at all times unless given explicit permission to leave and return as directed.

PHYSICAL, PARENT CONSENT AND INSURANCE:

Every student participating in an activity must have a physical for the current school year. The student must have a parent consent form, signed and on file. No student may participate in practice or contest until proof of insurance is on file and a physical form has been completed and turned in to the coach or office. Whitefish School District must be notified if there is a change in one's insurance.

TRAVEL BY PERSONAL VEHICLE:

The Whitefish School District will allow extra-curricular student travel by personal vehicle under the following conditions:

1. No participating student will be allowed to drive a personal vehicle as means of transporting himself/herself or other students to or from an out-of-town school competition, practice or activity. Only those adults approved for such travel will be allowed to drive student participants.
2. An alternate transportation form must be completed by a parent/guardian of each child to be transported and returned to the office 2 days before the event.
3. A participant can ride home with his/her legal guardian or parent when the parent has signed the Extra and Co-Curricular Parent Transportation Form.

**WHITEFISH SCHOOL DISTRICT STUDENT
ACTIVITIES CONSENT/RELEASE FORM**

STUDENT NAME: _____ **GRADE:** _____ **DATE:** _____

PART A: PARENT/GUARDIAN PERMISSION TO PARTICIPATE

We hereby give our permission for the above named student to engage in Whitefish High School District approved interscholastic activities as a representative of his/her school. We also give our consent for the above named student to accompany the team/group as a member on its out-of-town trips. We understand that we must have our own insurance or purchase the plan available. Check one:

- Carry our own insurance _____ Insurance Co. _____
Insurance Company _____ Phone number _____
Plan _____ Group # _____
Policy Holder _____ ID # _____
- We agree to purchase the insurance plan available and have attached the completed form with cash or check as required.

PART B: PARENT/GUARDIAN AND STUDENT RISK AWARENESS

We understand and acknowledge that organized secondary athletics involve the potential of injury that is inherent in all sports/activities. We acknowledge that even with the best procedures, use of protective equipment and strict observance of the rules, injuries are still a possibility. On rare occasions, these injuries can be so severe as to result in total disability, paralysis or even death.

PART C: TRAINING RULES FROM STUDENT HANDBOOK

In signing, we acknowledge that we have read and understand the training rules and policies of the Whitefish School District No.44 presented in the Student Athlete Handbook, with the purpose to insure the safety of students and to maintain the integrity of the activities covered by these rules.

PART D: MEDICAL CONSENT

We hereby give our consent, in the event of injury or illness, for emergency medical treatment, hospitalization or other medical treatment as may be necessary for the welfare of the above named student, by a physician, qualified nurse, emergency medical personnel, certified athletic trainer, and/or hospital during all periods of time in which the student is away from his/her legal residence as a member of an interscholastic activity team/group. Furthermore, we hereby waive, on behalf of the above named student, and ourselves any liability of the school district, its agents or employees, arising out of such medical treatment.

STUDENT NAME: _____ **DOB:** _____ **MALE FEMALE**

FAMILY DOCTOR: _____ **DR. PHONE #** _____

ALLERGIES: _____

ALLERGIES TO MEDICATIONS: _____

CURRENT MEDICATIONS AND USE: _____

Please list chronic illness, heart conditions, Asthma, Epilepsy, Diabetes and other information to inform medical personnel prior to treatment.

EMERGENCY CONTACT: _____ **EMERGENCY PHONE #** _____

RELATIONSHIP TO ATHLETE: _____

SECONDARY CONTACT: _____ **PHONE #** _____

RELATIONSHIP TO ATHLETE: _____

We, the undersigned, acknowledge that we have read and understand all aspects of this form and grant permission and consent as required. We understand that we are encouraged to clarify any question we may have with the Activities Director prior to signing this form.

Parent/Guardian signature

Date

Student signature

Date

