

## Linn-Mar Community School District - Good Conduct Policy Form 2016-17

*The Linn-Mar Community School District provides equal educational employment opportunities and will not illegally discriminate on the basis of race, creed, color, religion, gender, age, national origin, marital status, or disability.*

### **Co- and Extra-Curricular Philosophy: (Per Board Policy 502.5-R2)**

We believe the Linn-Mar Co- and Extra-Curricular Program is an extension of a balanced educational program that allows students the opportunity to apply knowledge and skills learned in school to real life situations. It is through this interaction and systematic guidance of students in their everyday environments that we can provide first-hand experiences, test their skills, provide successes, and offer an effective means to prepare students for total growth. Co- and extra-curricular activities all contribute to the total growth of a young person provided these activities are conducted from a balanced educational perspective. The educational challenge is to provide a student the opportunity to learn how to learn.

Co- and extra-curricular activities serve many purposes. The benefits of a well-directed co- and extra-curricular program are very far reaching. Each activity should strive to achieve the following goals:

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| <ol style="list-style-type: none"> <li>1. Develop school spirit</li> <li>2. Provide service to the school</li> <li>3. Help students develop a feeling of competency</li> <li>4. Provide opportunities to develop social skills</li> <li>5. Provide opportunities for social mobility</li> <li>6. Provide for informal interaction between faculty members, students, and parents/guardians</li> <li>7. Provide training in citizenship and foster leadership</li> </ol> | <ol style="list-style-type: none"> <li>8. Provide opportunities for self-expression</li> <li>9. Help students develop worthwhile activities for leisure time</li> <li>10. Provide opportunities for recreation</li> <li>11. Provide information on vocations/careers and other topics of interest</li> <li>12. Promote healthy and productive lifestyles</li> </ol> |
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### **Co- and Extra-Curricular Conduct Policy: (Per Board Policy 502.5-R2)**

Linn-Mar co- and extra-curricular programs are completely voluntary programs. No student is obligated to take part in co- and extra-curricular activities. Participation is not required for advancement or graduation. Furthermore, school boards have the authority to adopt "good conduct" rules (*Board of Directors of the Independent School District of Waterloo vs. Green, 147 N.W. 2d 854, 1967*). The basis of good conduct rules may apply to co- and extra-curricular activities beyond athletics (*Bunger vs. Iowa High School Athletic Association, 197 N.W. 2d 555; Iowa 1972*). Co- and extra-curricular participants in athletics, forensics, dramatics, or other interscholastic activities play a somewhat different role at school. Leadership brings additional responsibility and more is expected of participants in order to be eligible for their particular activity.

According to Linn-Mar Board Policy 502.5; students who participate in co- and extra-curricular activities serve as ambassadors of the school district throughout the calendar year, whether away from school or at school. Students who wish to have the privilege of participating in co- and extra-curricular activities must conduct themselves in accordance with Board policy.

**Parents/Guardians:** By signing this form you are indicating you have read and understood the following:

1. I am aware of the inherent risks of potentially serious injury while participating in school co- and extra-curricular activities. In light of these potential risks, I give my child permission to participate.
2. I understand that certain co- and extra-curricular activities require, by state and local rule, that participants have a physical examination completed by an M.D., D.O., D.C., or approved nurse practitioner and on file with the school health services office prior to participation in a sport or activities.
3. I understand that there is no school insurance to provide protection to my child during any phase of his/her participation in co- and extra-curricular activities. All participants in co- and extra-curricular activities should have some type of health/accident coverage or purchase an alternate student insurance policy available through the Linn-Mar Community School District.
4. I give permission for an authorized school official to obtain medical attention for my child in case of injury or illness.
5. I give consent for my child to engage in school approved co- and extra-curricular activities as a representative of the school.
6. I give consent for my child to accompany the school-approved co- and extra-curricular group on school-sponsored transportation to both in and out-of-town co- and extra-curricular activities. Transportation home, other than school-sponsored transportation, may only be approved by the sponsor or coach if the parent/guardian of the child is present.
7. I give consent for my child to travel to and from school-approved co- and extra-curricular activities by means other than a school vehicle when school transportation is unavailable or impractical. I also waive the responsibility of the school district when my child is being transported by other than a school vehicle and/or drivers other than school personnel to or from a school-sponsored activity.
8. I am aware that there are Board policies and a board-approved student handbook that contains certain regulations for academic eligibility, attendance in school, behavior both in and out of school, and rules concerning the possession, distribution, or use of alcohol, drugs, and tobacco/nicotine. I understand that school administration may suspend or expel my child from co- and extra-curricular activities for failure to abide by these regulations. I also understand that each activity may have additional rules for participation.
9. I understand that some activities require fees such as uniform and rental fees.
10. I understand that academic eligibility for co- and extra-curricular activities shall be determined according to the guidelines established in Board Policy 502.6. Students are advised that high school students must pass all courses during the preceding grading period in order to be eligible to participate in co- and extra-curricular activities. Students who do not pass all courses during the preceding grading period shall be ineligible for the next nine-week grading period.
11. I understand that parents/legal guardians/spectators should be role models at activities, whether home or away. They must realize inappropriate and unsportsmanlike behavior may result in removal from the activity.

### **Administrative Regulations Regarding Co- and Extra-Curricular Conduct Policy 502.5-R3**

Students who participate in co- and extra-curricular activities involving public performance are prohibited from possessing, using, transporting, controlling, or transmitting tobacco/nicotine, alcohol, or other drugs at any time (year round) during his/her middle school or high school career. The administration will suspend a student if it is determined, as reported by school personnel, that the violation did occur. The ruling includes any activities outside of school as well as at school or at school events (either home or away). Suspension may also result from either legal documentation or by self-admittance. Investigation of possible infraction will involve parent notification. If a student is guilty of an infraction and is not currently involved in an activity, the suspension will become effective utilizing the activities they were involved in the previous year.

#### **During Middle School or High School Career:**

##### **1<sup>st</sup> Offense:**

Tobacco/Nicotine	Suspended from at least 20% of public performances with carryover to next activity. Counseling required prior to reinstatement (suspended from at least 33% of performances if no progression in counseling). Must continue to practice.
Alcohol and Other Drugs	

##### **2<sup>nd</sup> Offense:**

Tobacco/Nicotine	Suspended from at least 50% of public performances with carryover to next activity. Counseling required prior to reinstatement. Must continue to practice.
Alcohol and Other Drugs	

**3<sup>rd</sup> Offense:** One-year suspension from co- and extra-curricular activities. Counseling required prior to reinstatement for all third offenses.

**4<sup>th</sup> Offense:** Permanent suspension from co- and extra-curricular activities. Counseling available for all fourth offenses.

Established school/team/group rules may also apply to violations. In order for the suspension to be put into effect it must be clearly determined that the violation did occur. It is clear that an admission from the student is not required prior to disciplining a student (*Schmahl vs. Glenwood Community School District, 2 D.P.I. App Dec. 26, 1979*).

**Court System Involvement:** Students admitting to or found guilty of non-traffic misdemeanors or felonies not defined in these regulations may be subject to suspension from co- and extra-curricular activities as determined by the building principal and/or designee. The school district will cooperate with the courts or other recognized public agencies in carrying out consequences in co- and extra-curricular activities.

**Appeal Process:** As established in Board Policies 502.5 and 502.5-R1.

**Definitions:**

**Carry-Over:** In situations when there are not enough performances remaining in a season to complete a suspension, the suspension will be carried over to the next co- or extra-curricular activity in which the student takes part.

**Counseling:** Directed by the Linn-Mar Middle Schools or High School Counseling Offices or other non-school agencies that students are referred to or are approved by school counselors or Student Assistance Team. Any cost for use of non-school agencies is to be borne by the student. Linn-Mar counseling will include discussion of decision-making skills, tobacco/nicotine/alcohol/drug information, and peer and family relationships with parent(s)/legal guardian(s) invited to participate. A student may receive confidential assistance at any time during their middle school or high school career.

**Possession/Use/Transportation/Control/Transmission:** *Tobacco/nicotine:* personal possession, use, transportation, control, or transmission. *Alcohol and other drugs:* As defined by legal statute and/or court interpretation. *Possession, transportation, control, or transmission* may be determined by prior knowledge or intent. Team rules may be more specific.

**Public Performance Activity:** Is a co- or extra-curricular activity where students are expected to perform in activities which the public may view. Examples are, but not limited to, athletic events, concerts, plays, debates, speech contests, music contests, and previews and exhibitions. Activities begin with the first required meeting for any participant and end when equipment is checked in, set is struck, or the last required meeting occurs, etc. Athletic seasons are defined by state or local designated starting and ending dates. Public performances are determined by the administration prior to the beginning of co- and extra-curricular activities.

Form updated per Board policy 6/3/16 (Sup's Office)

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**2016-2017**  
**OFF-CAMPUS PARTICIPATION AGREEMENT**

I consent to our student participating in off-campus events sponsored by the Linn-Mar Community School District during the course of the 2016-2017 school year. We understand that as parents/guardians of a student who participates in co-curricular activities that our student will be involved in school activities that will take place off of the Linn-Mar campus. We understand the off-campus school activities will be subject to all existing Linn-Mar school policies as well as the Student Code of Conduct and the Co-Curricular Conduct Policy. Additional rules may apply specifically to each off-campus event. We understand a violation by the student of any rule pertaining to the off-campus activity may result in disciplinary action.

*(By way of illustration and not limitation, the disciplinary action may include: being sent home; being suspended from further participation in the event; or restrictions upon participation. The decision regarding disciplinary action will be left to the sole discretion of the licensed staff and administration responsible for the off-campus school activity.*

*If it is determined that a student will be sent home, the parent(s)/guardian(s) will be notified of that fact at the telephone number shown above. If the parent(s)/guardian(s) cannot be reached, the person listed as the emergency contact will be notified. The parent(s)/guardian(s) or emergency contact will be given an opportunity to provide input regarding the method of transportation for the student's return trip home. In the event Linn-Mar personnel are not able to contact the parent(s)/guardian(s) or emergency contact, or if the Linn-Mar personnel and the parent(s)/guardian(s) or emergency contact are not able to agree on the method of transportation, the decision will be made solely by the Linn-Mar personnel responsible for the off-campus activity. The parent(s)/guardian(s) will be solely responsible for all costs of the return transportation including, if necessary, the cost of transportation for a supervising adult to accompany the student home. Linn-Mar is not required to provide a supervising adult to accompany the student, but if it elects to do so all expenses for that individual as well as the expenses for the student will be paid by the student's parent(s)/guardian(s).*

We, the student and parent(s)/guardian(s) whose signatures appear on this agreement personally and on behalf of their spouses, son and/or daughter, hereby waive any and all claims or causes of action, whether at law or equity or sounding in contract, tort or otherwise, which we may have or claim to have against the Linn-Mar Community School District, its agents, employees, officers, administrators, or volunteers for any and all claims arising out of or in any way related to enforcement of the terms of this agreement.

**We hereby acknowledge that we have read and understand the information presented in this document. We agree to the terms of the off-campus participation agreement including those terms, which constitute a waiver of rights.**

## A FACT SHEET FOR PARENTS AND STUDENTS

# HEADS UP: Concussion in High School Sports

The Iowa Legislature passed a new law, effective July 1, 2011, regarding students in grades 7 – 12 who participate in extracurricular interscholastic activities. Please note this important information from Iowa Code Section 280.13C, Brain Injury Policies:

- (1) A child must be immediately removed from participation (practice or competition) if his/her coach or a contest official observes signs, symptoms, or behaviors consistent with a concussion or brain injury in an extracurricular interscholastic activity.
- (2) A child may not participate again until a licensed health care provider trained in the evaluation and management of concussions and other brain injuries has evaluated him/her and the student has received written clearance from that person to return to participation.
- (3) Key definitions:
  - “Licensed health care provider” means a physician, physician assistant, chiropractor, advanced registered nurse practitioner, nurse, physical therapist, or athletic trainer licensed by a board.
  - “Extracurricular interscholastic activity” means any extracurricular interscholastic activity, contest, or practice, including sports, dance, or cheerleading.

### What is a concussion?

A concussion is a brain injury. Concussions are caused by a bump, blow, or jolt to the head or body. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

### What parents/guardians should do if they think their child has a concussion?

1. **OBEY THE NEW LAW.**
  - a. Keep your child out of participation until s/he is cleared to return by a licensed healthcare provider.
  - b. Seek medical attention right away.
2. Teach your child that it's not smart to play with a concussion.
3. Tell all of your child's coaches and the student's school nurse about ANY concussion.

### What are the signs and symptoms of a concussion?

You cannot see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days after the injury. If your teen reports one or more symptoms of concussion listed below, or if you notice the symptoms yourself, keep your teen out of play and seek medical attention right away.

### STUDENTS:

If you think you have a concussion:

- **Tell your coaches & parents** – Never ignore a bump or blow to the head, even if you feel fine. Also, tell your coach if you think one of your teammates might have a concussion.
- **Get a medical check-up** – A physician or other licensed health care provider can tell you if you have a concussion, and when it is OK to return to play.
- **Give yourself time to heal** – If you have a concussion, your brain needs time to heal. While your brain is healing, you are much more likely to have another concussion. It is important to rest and not return to play until you get the OK from your health care professional.

**IT'S BETTER TO MISS ONE CONTEST THAN THE WHOLE SEASON.**

### Signs Reported by Students:

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not “feeling right” or is “feeling down”

### PARENTS:

#### How can you help your child prevent a concussion?

Every sport is different, but there are steps your children can take to protect themselves from concussion and other injuries.

- Make sure they wear the right protective equipment for their activity. It should fit properly, be well maintained, and be worn consistently and correctly.
- Ensure that they follow their coaches' rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.

### Signs Observed by Parents or Guardians:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

Information on concussions provided by the Centers for Disease Control and Prevention.

For more information visit: [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion)



# LINN-MAR HIGH SCHOOL

## **PLEASE FILL OUT AND SIGN OFF ON ALL THREE POLICIES AND RETURN THIS ONE FORM TO THE HIGH SCHOOL**

### **Linn-Mar Community School District - Good Conduct Policy Form 2016-17**

This form must be completed and signed *by both the student and parent/guardian* before a Linn-Mar student may take part in a school-sponsored co- and extra-curricular activity. *(Please Print)*

Student: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Grade: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Family Physician: \_\_\_\_\_ Office Phone: \_\_\_\_\_ Hospital Preference: \_\_\_\_\_

Health Insurance Co: \_\_\_\_\_ Policy#: \_\_\_\_\_ Policy Holder: \_\_\_\_\_

**Emergency Contact (if parent/guardian cannot be reached):**

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Work Phone: \_\_\_\_\_

*Please list any information school officials should be aware of regarding the student such as health issues, allergies, physical handicaps, or anything that would limit their participation:*

*Please notify the main office of student's school building if any changes in the above information occur!*

**Parents/Guardians and Students:** Please read the information below, and on page 2, concerning co- and extra-curricular activities at Linn-Mar and then sign below before returning this form to the main office of your individual building.

*We hereby acknowledge that we have read and understand the information presented in the Good Conduct Policy form. We understand that we must adhere to the co- and extra-curricular regulations to the best of our ability while attending Linn-Mar and participating in co- and extra-curricular activities.*

Student Signature: \_\_\_\_\_ Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **2016-2017 OFF-CAMPUS PARTICIPATION AGREEMENT**

**Signature of Understanding:** We hereby acknowledge that we have read and understand the information presented in this document. We agree to the terms of the off-campus participation agreement including those terms, which constitute a waiver of rights.

The undersigned \_\_\_\_\_ of \_\_\_\_\_  
(Parents/Guardians) (Student's Name)

consent to our student participating in off-campus events sponsored by the Linn-Mar Community School District during the course of the school year. We understand that as parents/guardians of a student who participates in co-curricular activities that our student will be involved in school activities that will take place off of the Linn-Mar campus. We understand the off-campus school activities will be subject to all existing Linn-Mar school policies as well as the Student Code of Conduct and the Co-Curricular Conduct Policy. Additional rules may apply specifically to each off-campus event. We understand a violation by the student of any rule pertaining to the off-campus activity may result in disciplinary action.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

### **2016-2017 "HEADS UP: Concussion in High School Sports."**

**IMPORTANT:** The Iowa Legislature passed a new law, effective July 1, 2011, regarding students in grades 7-12. Students participating in interscholastic athletics, cheerleading and dance; and their parents/guardians; must annually sign the acknowledgement below and return it to their school. Students cannot practice or compete in those activities until this form is signed and returned.

**We have read and understand the information provided on the concussion fact sheet titled, "HEADS UP: Concussion in High School Sports."**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Printed Name

\_\_\_\_\_  
Parent's/Guardian's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Student's School