

# ACTIVITIES HANDBOOK



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## **PHILOSOPHY OF ACTIVITIES IN THE TRENTON PUBLIC SCHOOL**

The philosophy of the activities program at Trenton is such that activities are considered an integral part of the school's program of education, which provides experiences that will help participants physically, mentally, socially, emotionally, and morally. The element of competition and winning, though it exists, is controlled to the point that it does not determine the nature of the program. We consider this to be educationally and psychologically sound, because of the training it offers for living in a competitive society. Participants are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of programs.

We believe that participation in activities, both as a participant and as a spectator, is an integral part of the educational experience of each student. Such participation is a privilege (not a right) that carries with it responsibilities to the school, to the activity, to the student body, to the community, and to the student him/herself. The school has the authority to revoke the privilege when a participant does not conduct him/herself in an acceptable manner. Rules, regulations, and programs are valueless unless the individual affected by them are made better because of the experience.

### **FEDERAL AND SCHOOL DISTRICT POLICIES**

*(Complete policies are available in the office and on the school website at [www.trenton.k12.nd.us](http://www.trenton.k12.nd.us))*

## **NONDISCRIMINATION AND ANTI-HARASSMENT**

The Eight Mile School District is committed to maintaining a learning and working environment free from discrimination and harassment in all employment and educational programs, activities, and facilities. The District prohibits discrimination and harassment based on a student's, parent's, guardian's, or employee's race, color, religion, sex, gender identity, national origin, ancestry, disability, age, or other status protected by law.

It is a violation of this policy for any district student, parent, guardian, employee, or third party to discriminate or harass against another district student or employee, based on any status protected by law, if the conduct occurred within the context of an education program or activity, or if the conduct had a continuing effect in the educational setting of a program or activity occurring on or off school district property. The District will not tolerate discrimination or harassment of a district student or employee by a third party. The District also prohibits aiding, abetting, inciting, compelling, or coercing discrimination or harassment; discriminating against or harassing any individual affiliated with another who is protected by this policy and/or law; knowingly making a false discrimination and/or harassment report; and retaliation against individuals who report and/or participate in a discrimination and/or harassment investigation, including instances when a complaint is not substantiated.

The District shall promptly investigate any discrimination, harassment, or retaliation complaint and act on findings as appropriate, which may include disciplinary measures such as termination of employment or expulsion in accordance with board policy, law, and, when applicable, the negotiated agreement. Students and employees are expected to fully cooperate in the investigation process. The District will take steps to prevent recurrence of discrimination, harassment, or retaliation and remedy discriminatory effects on the complainant and others, if appropriate.

## **HAZING**

### **Prohibitions:**

The School Board believes that hazing is seriously disruptive to the educational environment and is therefore strictly prohibited on and off school property and at school-sponsored events. No student, district employee, volunteer, or contractor shall plan, direct, encourage, aid, or engage in hazing. No district employee, volunteer, or contractor shall permit, condone, or tolerate hazing. Apparent permission or consent by a person being hazed does not lessen the prohibitions or consequences contained in this policy.

### **Definitions:**

"Hazing" means committing an act against a student or coercing a student into committing an act that creates a risk of harm to a person in order for the student to be initiated into or affiliated with a school-sponsored student organization or for any other school-related purpose. Hazing includes, but is not limited to:

1. Any type of physical brutality such as whipping, beating, striking, branding, electric shocking, or placing a

harmful substance on the body.

2. Any type of physical activity that adversely affects the mental or physical health or safety of the student such as, but not limited to: sleep deprivation, exposure to extreme weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to a risk of harm.
3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
4. Any activity that intimidates or threatens the student with ostracism; subjects a student to stress, embarrassment, shame, or humiliation; 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 or regulations.

“Retaliation” includes, but is not limited to, any form of intimidation, reprisal, or harassment.

### **Reporting Requirements:**

Any person who believes s/he has been a victim of hazing or any person with knowledge or belief that conduct that may constitute hazing has occurred shall report the alleged acts immediately to a teacher, building principal or the Superintendent. Teachers who receive a hazing complaint shall immediately report it to the building principal.

Submission of a good faith complaint or report of hazing will not affect the complainant’s future employment, grades, or work assignments. Any district student, employee, volunteer, or contractor shall be subject to disciplinary action in accordance with district policy and law if any such individual retaliates against an individual who makes a good faith report of alleged hazing or any person who testifies, assists, or participates in a proceeding or hearing relating to hazing.

The district must receive actual notice of hazing in order to respond in accordance with the investigation procedure contained in this policy. Every report of hazing shall be investigated by the administrator to whom it is reported. The investigator may request assistance or designate a third party to conduct the investigation. The District may take immediate steps, at its discretion, to protect the complainant, students, or others pending completion of an investigation of hazing.

Upon completion of the investigation, the school district will take appropriate action. Such action may include, but is not limited to: warning, in-school or out-of-school suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with applicable statutory authority and school district policies and regulations. A complainant may appeal the findings of a hazing investigation to the Superintendent except when the Superintendent is the subject of the complaint or when the Superintendent conducts the initial investigation. The superintendent’s decision shall be final and binding.



# **TRENTON PUBLIC SCHOOL STUDENT ELIGIBILITY**

## **INTRODUCTION**

The co-curricular and extra-curricular programs in the Trenton Public School exist for the development of skills, attitudes, and self-esteem of students, and are intended to enhance the physical, social, emotional, artistic and intellectual growth of our young people.

Parents are encouraged to be positive and supportive in their relationships with advisors and coaches. It is the prerogative of the advisor/coach to manage the activity in such a manner that sound human relationships are encouraged and the regulations of the North Dakota High School Athletic Association (NDHSAA) are met. A team effort by parents, school officials, and the participants is needed.

Our co-curricular programs are voluntary and are a privilege to participate in rather than a right. Therefore, when a student and parent sign their names to eligibility forms, it means that they are voluntarily accepting the activities as part of the co-curricular endeavors while attending Trenton Public School.

The basic purpose of this code is to provide assurance that our students and their parents are informed of the standards of behavior, conduct and appearance that are appropriate for the young people who represent our schools and the community of Trenton in the various areas of co-curricular activities.

## **ELIGIBILITY**

Trenton students are here as learners first and foremost and participants in activities must earn the privilege of participation. In order to maintain eligibility in activities a student must be fully enrolled, making satisfactory progress toward graduation, have good school attendance and be a good citizen both in and out of school.

### **SCHOLASTIC ELIGIBILITY**

In accordance with NDHSAA bylaws, a student must "be doing passing work in at least twenty hours (four courses) per week." The idea behind this rule is that "any student who represents his/her school in an interscholastic contest should be able and willing to maintain a passing grade in at least four basic high school subjects." However, Trenton High School students must be successfully earning a passing grade in all school subjects in which they are currently enrolled. Students will be declared ineligible for participation under the following conditions:

#### **1. Weekly Progress Reports**

- A progress check will be made each Monday or the first school day of the week.
- Any student who is failing any course at that check will meet with the principal to determine the reason for the failing grade(s).
- The student will have until the following morning to demonstrate, with accompanying teacher signature(s), that he/she has taken care of their failing grade(s) in order to clear their name from the ineligibility list.
- Failure to clear their name from the ineligibility list will result in a one-week suspension from participation in athletic contests beginning that Thursday and continuing through the following Wednesday.
- The student may attend practices during the term of the suspension, and he/she may attend home contests, but not dress for the game(s).
- The student's attendance at away contests will follow the following guidelines:
  - On the first and second instances of a student being suspended due to failing grades, he/she will be permitted to attend an away contest but may not dress or participate.
  - On the third and any subsequent suspension for failing grades, the student will not be permitted to attend any away contests during the period of suspension.

#### **2. End of Semesters**

The NDHSAA By-laws state that a student must earn at least two credits (four ½ credits) per semester for a student to maintain athletic eligibility. If the student has not earned these credits, they will be ineligible for a period of four weeks the following semester.



### 3. Administration's Discretion

School administration may declare a student ineligible at any time that a concern exists regarding a student's academic performance. For example, if a student, prior to the release of progress reports or end of term grades, is failing a course or several courses, the administration can remove the student from activities until such time as the student is passing the course(s).

### ATTENDANCE ELIGIBILITY

Students must be present the last half of the school day (including ALL afternoon classes) in order to participate in an extra-curricular activity (game or practice) on that same day. The following exceptions will be made:

1. The student has a prior excused absence as determined by school administration (not the teacher or coach);
2. The student's absence was due to a school-approved appointment and the student presents documentation from the place of the appointment immediately upon returning to school;
3. The student's absence was due to an emergency and has been approved by school administration; and
4. Seniors with "Senior Privileges" may miss more than two periods if their earned privileges allow it.

A student must be present four of the seven class periods on the last school day of the week to participate in events after week's end (typically a Friday or Saturday). For example, if the last day of school for the week is on a Wednesday, then the student must have been in class for four of the seven class periods that day in order to participate in an athletic contest between Wednesday and Sunday. The same exceptions detailed above would apply to this rule as well.

A student who has been determined to have been truant from school (skipping class) will be ineligible to participate in the next competition, regardless of the date and/or time of the contest.

**Administrator's Discretion:** School administrators reserve the right to review individual circumstances and rule in a manner that keeps the student's best interests in mind. Instances of excessive absence from school and chronic tardiness will be handled on a case-by-case by school administration and consequences will be determined based on the merit of each case.

### Suspension or Expulsion

Any participant who receives an out-of-school suspension or expulsion shall be ineligible for participation, including practices, during the period of suspension or expulsion. Participants shall be eligible to participate when they are readmitted to school, unless other circumstances necessitate continued exclusion from participating in activities.

### CHEMICAL ELIGIBILITY

In accordance with NDHSAA By-Laws, "the use or possession of tobacco, alcohol, or any controlled substance as defined by North Dakota Law is prohibited. Any student who is in violation of the foregoing shall be suspended from participation in interscholastic contests or activities for a minimum period of six consecutive school weeks for the first offense and a period of 18 consecutive school weeks for any subsequent offense."

In addition to the tobacco, alcohol, and other drug prohibitions contained in NDHSAA By-Laws, the District prohibits student presence at a gathering where alcohol, tobacco, or a controlled substance is being illegally used. Student presence at such a gathering will be regarded as possession. The school administration will take into consideration whether or not the student was at a gathering where the student had knowledge that alcohol, tobacco, or a controlled substance was being illegally used, and whether or not the student had a reasonable opportunity to remove him/herself from said location. The disciplinary consequences for violating this rule shall be suspension from extracurricular participation for the same duration as prescribed for tobacco, alcohol, and other drug possession by NDHSAA bylaws.

Finally, the use, possession or sale of non-prescriptive anabolic steroids by any student athlete at any time

during the school year is prohibited. Any student athlete found to be in violation of this policy shall be subject to the same penalties provided above. The use or possession of anabolic steroids prescribed or directed by a physician shall not be a violation of this section.

#### School Procedure for Determining Chemical Violations

1. The school administration shall immediately investigate any alleged chemical violation.
2. If the Administration finds probable cause to believe that a rule has been violated, the student will be subject to a suspension from extracurricular activities, beginning with the date of the infraction or upon completion of the investigation by the Administration.
3. If a student denies the allegation and is later found to have been in violation, an additional four (4) weeks will be added to the suspension. An admission by the student must be made before the hearing.

Suspensions from all extracurricular activities (including Prom, Junior/Senior Banquet, Graduation Ceremony, Senior Privileges and any Awards Banquets, etc.) are 6 weeks for a student's first chemical violation and 18 weeks for each subsequent chemical violation during his/her high school career. A student who has not completed a suspension at the end of the school year will remain suspended during the summer vacation. A student shall be credited with one (1) week of suspension for each month of summer vacation. A student who is suspended from extracurricular activities during summer vacation will be credited with one (1) week of suspension for each month of summer vacation and the remainder of the suspension will be served when school activities begin in the fall. In addition, if a suspension is administered during a season when the student is not actively participating (including the summer months), the student's suspension shall be extended by a minimum of a two-week or two-contest suspension, whichever is longer, from the student's next activity. "Next activity" shall be defined as the next activity in which the student begins practicing at the appropriate date and concludes at the end of the season (i.e., the student does not quit). Should the student's next activity not be until the following school year, the two-week or two-contest rule will be applied at that time.

#### CONDUCT ELIGIBILITY

The following activities will result in students being suspended from participation in school activities:

- Engaging in any act that would be grounds for arrest or citation in the criminal or juvenile court system (excluding minor offenses such as traffic or hunting/fishing violations), regardless of whether the student was cited, arrested, convicted, or adjudicated for the act or acts.
- Exceedingly inappropriate or offensive conduct such as assaulting staff or students, gross insubordination (talking back or refusing to cooperate with authorities), serious hazing or harassment of others. NOTE: This could include group conduct.

Consequences for such violations will be at the discretion of the school administration and based on the merits of each circumstance.

This is not an all-inclusive list of prohibited behaviors. The school reserves the right to discipline a student for violation of the student code of conduct which includes but is not limited to the above referenced behaviors.

#### GENERAL GUIDELINES FOR CONSEQUENCES

1. The coach or advisor shall determine whether or not a suspended student may practice with the group during the suspension. The coach or advisor shall also set all other rules for the sport or activity including but not restricted to the following: curfew, dress code, team discipline, & travel.
2. Any student who has a violation that occurs during the season or prior to the awards presentation of that activity will not be awarded a letter or receive any other recognition/awards for that activity.
3. Any participant who has a violation will not be eligible for a position of status (leadership role) for a period of twelve calendar months from the date of the violation.
4. The By-Laws of the NDHSAA will govern all other matters of eligibility.

## **NORTH DAKOTA HIGH SCHOOL ATHLETIC ASSOCIATION ELIGIBILITY**

Trenton School is a voluntary member of the NDHSAA. This association has developed guidelines and rules, with those listed here representing a summary of the regulations dealing with student eligibility. Most of the rules are found in the NDHSAA Official Constitution and Bylaws, a copy of which is available online at [www.ndhsaa.org](http://www.ndhsaa.org).

Students and parents who understand their role in following the rules will insure eligibility to participate in interscholastic activities. Not following the rules could lead to ineligibility and/or forfeiture of contests.

### **NDHSAA General Eligibility**

- **Physical Examination:** Prior to participation (including practice), a student participating in NDHSAA sanctioned athletic activities and representing his/her school must have on file with the superintendent, principal, athletic director or school nurse an annual NDHSAA-approved Athletic Pre-Participation Health History Screening and Physical Examination form completed by a qualified health care professional (i.e. Doctor of Medicine or Osteopathy, Nurse Practitioner or Physician Assistant under the supervision of a physician); the Athletic Pre-Participation Health History Screening and Physical Examination is valid for one school year; a physical examination completed before April 15 is not valid for participation the following school year.
- **Attendance:** A student shall have been in attendance as many school days as he/she missed at the opening of the semester, should his/her enrollment not have been made at the opening of the semester, providing however that he/she shall have made such enrollment and begun regular class work prior to the 11th day of the semester.
- **Seasons of Participation Limit:**
  1. A student shall not compete for more than four seasons in any one branch of interscholastic contests, provided that competition while in the seventh, and/or eighth grade shall not constitute one of the four seasons.
  2. A student shall not participate in any interscholastic contest after his/her eighth semester in high school unless he/she is under 18 years of age, nor after his/her seventh semester, if his/her seventh and eighth semesters are not consecutive. In the event that a student has been unable to participate in an activity due to a diagnosed life threatening disease or other exceptional reason, the Executive Secretary has the power to grant/deny the student one or two additional semesters of eligibility provided the member school of attendance submits and supports an extra semester(s) application establishing that the student has not reached his/her twentieth birthday and the student is academically eligible.
- **Same Sport Participation:** A student shall not have participated in a similar athletic contest during the same sports season as a member of any other than a high school team nor as an unattached individual in non-school contests during the high school season in that sport and the penalty for this violation shall be loss of eligibility from the date of the infraction for six contests for each violation in that sport. A school may petition the Board of Directors for exemptions from provisions of this section on behalf of a talented student involving competition with U. S. Olympic or International ramifications.

Students who have participated in athletics representing a member school and who have not yet graduated from high school shall not compete on an "all-star" team, or in an "allstar" game, contest, or meet during the school year in sports sponsored by the Association. An "all-star" team includes, but is not limited to, the Shrine All-Star Football Teams, the Lions All-Star Basketball Teams, and the



Optimists All-Star Volleyball Teams. Violation of this regulation shall result in loss of eligibility of the student for a period of one year from the date of the last violation. Nothing in this regulation shall prohibit any student from participating as an unattached individual or as a member of a non-school team in these sports during the off-season for that sport in the school term, providing the contest is not "all-star" in character.

- Attendance at Post-Secondary Institutions: A student shall not have been enrolled in any institution of higher rank than a secondary school except in the case of an accelerated student doing work in an institution of higher rank. Such students shall continue to qualify for high school competition if taking two or more high school subjects in the high school in which he/she is enrolled and one or more college level courses each of which is equal or greater than the time requirements of a regular high school course for a minimum of four full credit courses and fulfilling all other eligibility requirements may be eligible to compete for the high school he/she is enrolled.
- Graduates of Secondary Schools: A student shall not be eligible to compete in interscholastic activities after he/she is a high school graduate. Exception: A student eligible for and participating in a spring activity prior to graduation shall remain eligible in that activity until the season is completed. A "graduate" is defined as a student who has received a valid high school diploma from the high school of attendance. (A student shall also not be eligible to compete after having earned credits sufficient to meet graduation requirements unless said credits have been earned in less than eight semesters of school attendance.)
- Age: A student shall not be eligible to compete in interscholastic activities on or after the day on which the twentieth anniversary of his/her birth occurs.
- Credit Requirements: After attending the first semester of the ninth grade he/she shall have credit on the school records in unit-per year or half-unit per semester subjects of at least four half units earned and recorded at the close of the last semester in which he/she was enrolled as a student. Thirty days or more of attendance or participation in interscholastic competition within any shorter period being sufficient to constitute enrollment in any semester. Failure to acquire four half-units at the end of a semester will make him/her ineligible for a period of four weeks the following semester.
- Amateur Status and Name: A student shall be an amateur and shall always have contested under his/her own name.
- Enrollment and Transfer:
  1. A student shall have been in attendance at the school which the student represents for 180 school days upon transferring from another school unless the student's parents have become residents of the school district to which the student transferred or unless the school from which the student transferred does not offer work of the corresponding year in which the student is ranked, and there is no evidence of recruitment or undue influence. In the instance of a pupil transferring from a public high school to a private or parochial high school, or vice versa, the student shall not be eligible to represent the new high school in varsity competition for 180 school days.
  2. A student who, because of hardship including, but not limited to, broken home conditions, death of parents or guardians, abandonment or other exceptional or emergency reasons, finds it necessary to transfer schools, may be declared eligible for varsity competition by the Executive Secretary, provided the member school of attendance submits and supports a hardship application and the Executive Secretary's investigation verifies the transfer was necessary and there was no undue influence or recruitment.

- Chemical Eligibility: See Chemical Eligibility section of this document.
- Ejection from Contests: Any student ejected from an interscholastic contest by game officials for unsportsmanlike conduct, including but not limited to flagrant, violent or verbal misconduct, will be ineligible for the next regularly scheduled game/meet at that level of competition and all other games/meets in the interim at any level of competition. When a non-typical schedule is involved, the ejection penalty may be administered on a case-by-case basis. Any subsequent ejection in that season's activity carries a four (4) regularly scheduled game/meet ineligibility. If penalties are imposed at the end of the sport season and no contest remains, the penalty is carried over in that particular sport until the next school year. In the case of a senior, the penalty will continue to the next sport season.

## **NCAA INITIAL ELIGIBILITY**

Many college athletic programs are regulated by the National Collegiate Athletic Association (NCAA), an organization founded in 1906 that has outlined rules on eligibility, recruiting, and financial aid. The NCAA consists of three membership divisions: Divisions 1, 2, & 3. Institutions are members of one or another of divisions, based upon the size and scope of their athletic programs and whether they provide athletic scholarships or not.

If a student is planning to enroll in college as a freshman and wishes to participate in either Division 1 or 2 athletics, he/she must be certified by the NCAA Initial Eligibility Clearinghouse. The Clearinghouse was established as a separate organization by the NCAA members in 1993. Their purpose is to provide consistent interpretations of the NCAA eligibility requirements for all prospective student athletes.

### **The Student's Responsibility While in High School**

Complete the following forms:

1. Student release form
2. Complete SAT or ACT Exam
3. See school counselor for the Clearinghouse registration
4. Have a school transcript sent to the Clearinghouse

These actions should be taken by the end of the student's junior year to insure adequate time for processing. For more information you can visit the NCAA Clearinghouse website at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net).

## **HIGH SCHOOL TIMELINE**

### **GRADE 9**

#### **Plan**

- Start planning now! Take the right courses and earn the best grades you can.
- Ask your counselor for a list of your high school's NCAA core courses to make sure you take the right classes. Or, find your high school's list of NCAA core courses at [eligibilitycenter.org/courselist](http://eligibilitycenter.org/courselist).

### **GRADE 10**

#### **Register**

- Register for a Certification Account or Profile Page with the NCAA Eligibility Center at [eligibilitycenter.org](http://eligibilitycenter.org).
- If you fall behind on courses, don't take shortcuts to catch up. Ask your counselor for help with finding approved courses or programs you can take.

### **GRADE 11**

#### **Study**

- Check with your counselor to make sure you are on track to graduate on time.
- Take the ACT or SAT, and make sure we get your scores by using code **9999**.
- At the end of the year, ask your counselor to upload your official transcript.

### **GRADE 12**

#### **Graduate**

- Take the ACT or SAT again, if necessary, and make sure we get your scores by using code **9999**.
- Request your final amateurism certification after April 1.
- After you graduate, ask your counselor to upload your final official transcript with proof of graduation.

# **PARENT AND PARTICIPANT INFORMATION**

## **SPORTSMANSHIP MESSAGE TO PARENTS**

*Good sportsmanship is the attitude and behavior that exemplifies positive support for the interscholastic athletic and activity programs of our school, as well as for the individuals who participate. People involved in all facets of interscholastic athletic and activity programs are expected to demonstrate respect for others and display good sportsmanship.*

*It is essential that student-participants, coaches, parents, student groups and fans in general are constantly reminded that Good Sports Are Winners! Sportsmanship is an important issue of concern in interscholastic athletics and activities. Positive experiences do not occur by chance, rather they are a result of the educational structure, the right perspective, the right leadership and the true understanding of sportsmanship.*

*Good sportsmanship is not merely a campaign - it is the essence of what educational athletics and activities are about. Let all of us who have the opportunity promote the ideals of sportsmanship, so that today's students and tomorrow's citizens may build a better society.*

*Trenton School trusts that you will do your part in promoting good sportsmanship within your school and community. Remember, sportsmanship is EVERYONE's responsibility!*

### **The Role of the Parent**

Much of the joy of being a high school sports parent comes from watching your children compete in athletic events. There are very few kids who are not bolstered by looking into the stands and seeing their parents cheering for them. As part of their responsibilities, parents should be involved in their child's educational process, this includes being actively involved in after school activities.

Fortunately, the majority of parents behave appropriately at school sporting events. But those who misbehave can spoil it for all the rest. It takes only a few out-of-control parents to ruin what should be a pleasant atmosphere into one that is stressful for everyone. In addition to some of the obviously inappropriate actions, such as profanity, use of chemicals, throwing of objects and the like, the following rules of thumb for personal behavior should be followed.



### **PERSONAL BEHAVIOR GUIDELINES FOR PARENTS**



- Express interest, encouragement and support to your child and to the coaching staff.
- Learn the rules of the game so that you may understand and appreciate why certain situations take place.
- Lend a hand when a coach or school administrator asks for help.
- Recognize and show appreciation for an outstanding play or achievement by either team.

- Inappropriate and/or harassing comments should not be made to athletes, parents, officials or coaches of either team.
- Shouting out instruction or criticism may hinder the overall experience of the student.
- Negative comments and gestures of displeasure toward the coach, visiting team, or officials, only undermine the efforts of all involved.

Remember that interscholastic athletics and activities are learning experiences for students and that mistakes are sometimes made. Praise students in their attempt to improve themselves as students, as athletes and as people, as you would praise a student working in the classroom.

Good sportsmanship among all spectators is a goal worth working for, but especially for parents, who have the obligation not only to control their behavior, but to also remind others around them of their responsibilities when necessary. When parents misbehave, it is the duty of other parents and school administrators to step in and correct the situation. A simple rule of thumb for all spectators to follow is that absolutely nothing in their actions should interfere with any youngster's enjoyment of the game.

### **Sportsmanship Tips for Parents**

- ✓ **Be Supportive of Coaches**  
In front of your child be supportive and positive of the coach's decisions. If you have problems with what the coach is doing, it is best to talk directly with the coach.
- ✓ **Teach Respect for Authority**  
There will be times when you disagree with a coach or official but always remember they are trying their best and are trying to be fair. Show good sportsmanship by being positive.
- ✓ **Let the Coach do the Coaching but you can do some of the Teaching**  
When your child is on the field, court or ice, let the coach do the coaching. You can teach sportsmanship and how to deal with success and failure. Develop their character and teach life skills that athletics and activities bring to the forefront.
- ✓ **Help your Children Learn through Failure**  
The way your child handles failure can help them to face the certain failures life will throw them in the future. The worst time for you as a parent to give advice is immediately after a disappointment. Let your child cope in their own way.
- ✓ **Get to know the Coach**  
Since the Coach has a powerful influence on your child, take the time to attend the preseason parent meeting and get to know the coaches' philosophy, expectations, and guidelines.
- ✓ **Focus on your Child as an Individual**  
Focus on what your child does well and where they need to improve. Encouragement is essential.
- ✓ **Listen to your Child, but Stay Rational**  
Always support and listen to your child but remember to stay rational until you have investigated the situation.
- ✓ **Be Mindful of your Role as a Role Model**  
Take a good honest look at your actions and reactions in the athletic arena. These actions are a big cue to your child and to the others around you.
- ✓ **Show Unconditional Love**  
The most important thing...show your child you love them, win or lose.

**Sportsmanship is Everyone's Responsibility!**

## **TRENTON SCHOOL EXPECTATIONS FOR PARENT/COACH COMMUNICATION**

### **Parent/Coach Relationship**

*Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to students. As a parent, you have a right to understand what expectations are placed on your child when involved in our programs. This begins with clear communication from the coach of your child's team.*

### **Communication You Should Expect From Your Child's Coach**

1. *Philosophy of the coach.*
2. *Expectations the coach has for your child as well as all the players on the team.*
3. *Location and times of all practices and contests.*
4. *Team requirements: i.e. fees, special equipment, off-season conditioning.*
5. *Procedures should your child be injured during practice or a contest.*
6. *Discipline that might affect your child's participation.*

### **Communication Coaches Expect From Parents**

1. *Concerns expressly directed to the coach.*
2. *Notification of any schedule conflicts well in advance.*
3. *Specific concerns in regard to a coach's philosophy and/or expectations.*

*As your children become involved in the programs of Trenton School, they will experience some of the most rewarding moments of their lives. It is also important to understand that there might also be times when things do not go the way you or your child wishes. During those times it is important to have an open dialogue with the coach.*

### **Appropriate Concerns to Discuss With Coaches**

1. *The treatment of your child mentally and physically.*
2. *Ways to help your child improve.*
3. *Concerns about your child's behavior.*

As a parent it may be very difficult to accept your child's playing time. Coaches are professionals. They make judgment decisions based upon what they believe is best for all students involved. As you have seen, certain things can and should be discussed with your child's coach. Other things, such as those listed below, must be left to the discretion of the coach.

### **Issues Not Appropriate to Discuss With the Coach**

- |                         |                                  |
|-------------------------|----------------------------------|
| 1. <i>Playing Time</i>  | 3. <i>Play calling</i>           |
| 2. <i>Team Strategy</i> | 4. <i>Other student athletes</i> |

### **Coach/Parent Conferences**

*There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern:*

1. *Call to set up an appointment to meet with the coach.*
2. *If the coach cannot be reached, call the Athletic Director at your school.*
3. *Please do not attempt to confront a coach before or after practice or a contest. Meetings of that nature usually do not promote resolution.*

*What can a parent do if the meeting with the coach did not provide a satisfactory resolution?*

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



## **ATHLETIC CAUTIONS, CONSIDERATIONS, AND RESPONSIBILITIES**

Athletic activities can be highly competitive and physical conditioning plays a major role in the preparation of the student athlete. Because of the intense demands of participation, students must observe the practice rules, procedures, and training progression that are given. This, in turn, should address the need for safety, learning, and the overall desire to succeed and enjoy the sport. A few risks will be highlighted, however, additional risks may not be mentioned, but care should be taken to follow these suggestions:

### **Preparation for Activity**

- All athletes must have a physical exam on file prior to the start of the season and should report in sound physical condition/sport appropriate.
- Clothing, shoes, and protective equipment for your sport should fit properly and be worn during practices and contests.
- Remove all jewelry before participation.
- Individuals requiring athletic training services should arrive early to receive treatment to avoid being late for practice.
- All physical problems that are chronic or may interfere with participation should be reported to the trainer and coach.

### **Locker Room and Practice**

- Be alert to the surroundings to prevent any injuries.
- Students should not engage in roughhouse or horseplay which could lead to injury.
- Close and lock your lockers whether you are at a home contest or on the road. Do not leave valuables out.
- Keep soap and shampoo in the shower area and report any problems with foot or skin infections.
- When spikes are used for the sport in which you're participating, they should not be worn in the building. Please remove them before entering.

### **General Sport Cautions**

- Be alert to dehydration symptoms. Students should remain well hydrated throughout the season.
- Do appropriate stretching and warming up before the start of activity.
- Horseplay with required equipment for the sport is strictly prohibited.
- Assist with the equipment check at practice and game sites to insure safety.
- Do not overload equipment. Always be certain to observe noted limits.
- When practice or competition is taking place outdoors, always be mindful of pending weather conditions that could threaten safety.
- Proper safety procedure for individual sports will be covered by coaches in each specific activity.

### **Emergencies**

Because of the nature of sports, injuries may occur. All injuries must be called to the attention of the coaching staff and athletic trainer. Some injuries may require more intense management. When such an incident occurs, the practice, scrimmage, drill, or contest should be stopped. Make sure the coach, trainer, or other site manager is aware of the problem. If necessary, additional assistance should be called. If a fire or fire alarm occurs, the site should be evacuated, with all participants moving a safe distance away from the facility.

### **Athletic Insurance and Injuries**

Activities can play an important role in your student's development; however there is a risk of injury occurring during participation. We encourage all parents to have medical coverage in the event that an injury occurs while their student is involved in activities or during the regular school day. Trenton Public School does not provide insurance coverage for student participants other than prescribing to a catastrophic insurance through the NDHSAA.

## **NON-ATHLETIC ACTIVITY CAUTIONS, CONSIDERATIONS, & RESPONSIBILITIES**

### **Considerations**

Activities can be highly competitive and practice plays a major role in the preparation of the student. Because of the intense demands of participation, students must observe the practice rules, procedures, and training progression that are given. This, in turn, should address the need for safety, learning, and the overall desire to succeed and enjoy the activity.

If there is a particular health concern related to a participant that may interfere with or limit the student's participation in the activity, parents should notify the coach/advisor (s) of these concerns. Every effort will be made, if possible, to allow the student to continue to participate. Students participating in activities are encouraged to take care of their health. Eating healthy and getting enough rest become extremely important to success in the activity. During competition, participants are encouraged to drink water rather than pop or other beverages.

Activities do require a significant time commitment. Many activities are held on Saturdays and require some travel. The days are long and return times are most often estimates. The coach/advisor will provide a time "window" of the expected time of return from an event, but participants and parents should be aware that events may run longer than expected (due to travel, number of participants in a particular activity, awards ceremonies, etc.).

The coach/advisor also recognizes that students are often involved in other activities. Whenever possible, the coach/advisor will work with students to accommodate other activities. Students are encouraged to participate in other activities. No student will be denied participation because of a conflict with another activity. When initial efforts to resolve participation conflicts fail, a building administrator will review the circumstances and make a decision.

### **General Cautions**

Students participating in activities are encouraged to take care of their health. Eating healthy and getting enough rest become extremely important to success in the activity. During competition, participants are encouraged to drink water rather than pop or other beverages.

### **Emergencies**

In the event of an emergency, the advisor/coach should be notified immediately. If necessary, additional assistance will be secured. Parents will be notified. It is important that all participants provide emergency contact information to the coach/advisor prior to the start of the season. Any changes to this information should be given to the coach in a timely manner.

### **Responsibilities**

Unsportsmanlike conduct is not acceptable. Be positive in your interaction with other competitors and judges. Never discuss tournament results or ballots at the tournament site. Share your concerns with your coach/advisor at the conclusion of the event. If you have a concern about something that is taking place during an event, take your concerns to your coach/advisor- not other team members or contestants.

### **Religious Activities**

Wednesday evenings are reserved for church activities. Once the school year has started, all student activities (whether directly or indirectly sponsored by the school) will be terminated by 5:45 on Wednesdays. Multi-school tournaments constitute the only approved exceptions to this rule. Any student who misses an activity due to a church function will not be penalized in any way.