

# ***ACTIVITIES POLICY***

***FOR THE SPORTS CO-OP BETWEEN***

***FLORENCE SCHOOL DISTRICT  
AND  
HENRY SCHOOL DISTRICT***

***GRADES 7-12***

**THE THREE PILLARS OF FLORENCE-  
HENRY FALCON ACTIVITIES:**

**ATTITUDE**

**CHARACTER**

**SPORTSMANSHIP**

**ADOPTED BY BOARDS OF EDUCATION  
AUGUST 2009**

Dear Participants and Parents:

Please read the Activities Policy Handbook which has been adopted by the Florence and Henry Boards of Education for the school year 2016-17. We would like you and your child to study this policy. **Your child may not participate in activities unless he/she returns the signature form on the back page of this policy.** If your child would like to compete in athletics, their physical form must be up-to-date and in the Athletic Director's possession. Please return the signed form to the Athletic Director.

Should you have any questions, please feel free to call the Florence school at 758-2412 or the Henry school at 532-5364.

Matt Mohr  
Henry Activities/Athletic Director

Jenny Lund  
Florence Activities/Athletic Director

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## **NONDISCRIMINATION STATEMENT**

The Florence School District and the Henry School District do not discriminate in their employment policies and practices, or in their educational programs on the basis of race, color, creed, religion, age, sex, disability, national origin, or ancestry.

For inquiries concerning the application of Title VI (Business Manager); Title IX (Superintendent); or Section 504 (Superintendent), contact the Florence School at PO Box 66, 515 Main Ave., Florence, SD 57235 (phone 758-2412) or the Henry School at PO Box 8, 111 N. Cedar St., Henry, SD 57243 (phone 532-5364).

## **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 children. As parents, when your children become involved in our programs, you have the right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.

## **COMMUNICATIONS 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 players on the squad.
3. Location and times of all practices and contests.
4. Team requirements, i.e. fees, special equipment, off-season conditioning
5. Procedure should your child be injured during participation.
6. Discipline that results in the denial of your child's participation.

## **COMMUNICATIONS WHICH COACHES EXPECT FROM PARENTS**

1. Concerns expressed directly to the coach.
2. Notification of any schedule conflicts well in advance.
3. Specific concern in regard to a coach's philosophy and/or expectations.

As your child becomes involved in the programs with the Florence-Henry sports co-op, they will experience some the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times discussion with the coach is encouraged.

## **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.

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain things can be and should be discussed with your child's coach. Other things, such as those following, must be left to the discretion of the coach.

## **ISSUES NOT APPROPRIATE TO DISCUSS WITH THE COACHES**

1. Playing time
2. Team strategy
3. Play calling
4. Other student-athletes

## **PROCEDURES TO FOLLOW IF YOU HAVE A CONCERN TO DISCUSS WITH A COACH**

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.
2. If the coach cannot be reached, call the Athletic Director or School Administrator. He/she will set up the meeting for you.
3. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times and they do not promote resolution.

## **SCHOOL CLOSING AND EXTRA-CURRICULAR ACTIVITIES:**

If school is not in session due to inclement weather, including excessive heat or humidity, all practices and activities (athletic and non-athletic) will be canceled. The Superintendent may allow an activity to be held, at his discretion. Any activities that may be canceled during the day even if school is held will be announced by the following radio stations: KWAT (950 AM), KSDR (1480 AM) KS93 (92.9 FM), KDLO (96.9 FM) and the following TV stations: KELO, KSFY, KDLT, and KTTW. We will also send out a school-reach.

## **POLICIES AND REGULATIONS**

### Effective Dates

The effective dates of this policy will be as follows:

Beginning date will be either on the first meeting held for the activity or on the first day of school.

Ending dates will normally be on the last day of school. The ending date for the State Track Meet/State Golf Meet participants will be when the participants return from their respective State Meet.

### Absences and Extra-Curricular Activities

To participate in extra-curricular activities held after regular school hours, a student must meet the following guidelines:

1. Students must be in school all day the day of the activity in order to participate. Any exceptions to this need prior administrative approval and will be granted only for unusual or special circumstances such as a funeral or certain medical appointments.
2. Athletes must have a current physical/consent form on school file.

### Physicals

In accordance with SDHSAA regulations, students must pass a physical examination in order to participate in a sport. The athlete must turn in to the main office a physical card signed by a licensed physician before he/she may practice. A physical must be taken every three years (usually at the end of their 6<sup>th</sup> grade and 9<sup>th</sup> grade years) and are valid for three years. Students have the opportunity to get a free physical on a Wednesday in April. If they do not attend this date, physicals will be at the parents' expense.

### Concussion Policy

The Florence and Henry schools will administer IMPACT testing to all athletes prior to participation in sports. This test is a baseline test for brain activity that we use as a measuring stick if a student suffers a concussion. If a student suffers a concussion, he/she must retake the IMPACT test to see if brain activity has returned to normal AND must be cleared by a doctor to return to action. This baseline test is effective for two years so each athlete only needs to take it every two years.

### Basic Participation Rules

Participation in extra-curricular activities is a privilege extended to all students. It is the intent of policies governing these activities to encourage participation by any student who wishes to avail himself or herself of the opportunity. As with any activity, the participant is expected to follow certain rules. There are four basic rules sometimes referred to as training rules. These rules are:

- a. a participant shall not use or be in possession of alcoholic beverages
- b. a participant shall not use or be in possession of tobacco products
- c. a participant shall not use or be in possession of a controlled substance
- d. inappropriate behavior (behavior not in line with good sportsmanship or which can be deemed abusive toward another person.)

Regarding violation of Basic Participation Rules in the event that a student violates these rules anytime during the school year, if the student is not involved in the upcoming extra-curricular activity or if they have less than two weeks of competition remaining for that school year, the penalty will carry over to the next extra-curricular activity or the next school year.

Prior to imposition of any punitive action, any alleged violation of the basic participation rules will be reviewed by a committee consisting of the coach/advisor, athletic director/activities coordinator, and principal/administrator.

Violation of the above rules will result in the following consequences:

#### **First Offense**

A student will be suspended from participation for one of the two following lengths of time: (1) 2 football, cross country or golf contests or 2 weeks, whichever comes first, or (2) 3 basketball, volleyball or track contests or 2 weeks, whichever comes first. This includes all meets and games, but not practices or rehearsals. In addition, the student will not receive a letter or award in any activity he/she is participating in at the time.

It is not the intent of this policy to be punitive with consequences for first-time violations by automatically removing a letter. Our intent is to encourage the participant to recognize their error and to recognize the necessity of following the rules therefore, a student may petition during the last month of school to have the letter reinstated. The determination will be made by the director of the particular activity, the assistant director (if there is one), the school administrator and the Activities Director. Lack of cooperation, improper attitude, and other lack of respect for the activity are some factors that will be considered in making a decision. A suspended student will be required to attend events with the team in street clothes with the exception of contests in which the team is required to leave before school is let out for the day.

#### **Second Offense**

A student will be suspended from participation in all extra-curricular activities for three (3) calendar months. The student will not receive a letter or award in any activity he/she is participating in at the time of the offense. In addition, the student will forfeit the right to petition for reinstatement of awards, which were

revoked at the time of the first offense. A suspended student will be required to attend events with the team in street clothes.

### **Third Offense**

The student will not be allowed to participate in any extra-curricular activities of any manner for one calendar year. ALL rights to petition for reinstatement of awards are forfeited.

### **Out-of-Season Offense**

The first, second and third offenses listed above are in effect year-round. The offenses will clear on the date of the final day of the state track meet. This means everyone begins with a clean slate immediately following the state track meet. However, any penalties that have been incurred will carry over to the following school year.

## **ACADEMIC ELIGIBILITY**

Students participating in the Florence-Henry sports cooperative must obtain passing grades in all of their academic coursework (the no F rule\*) and also maintain a current 1.5 minimum grade point average. Official grades to determine eligibility are taken at both midterm and quarterly throughout the school year with grades earned at the end of the school year serving as the qualifying factor for the start of the next school year. A student not making the minimum standard at the midterm grading period may request to have his/her grades reviewed after five (5) school days of ineligibility to regain athletic eligibility. Any student not having his/her grades up to the minimum standard remains ineligible for the remainder of the quarter. Any student not making the minimum standard at the quarterly grading period will be ineligible until the midterm grading period.

\*The “no F rule” simply means that a student getting an F in a subject loses their athletic eligibility at the time of the grading period with official grades taken at midterm and the end of the quarter. With the availability of the parent portal feature of DDN Campus system, the school will not present warnings to the student or his/her parents of any impending loss of eligibility.

## **UNIFORM POLICY**

At the beginning of each season, each athlete will be issued a uniform and equipment. At the end of the season they will be required to turn back in said uniform and equipment. If for any reason, they do not turn in the equipment or uniform, they will be required to pay for the replacement of that equipment or uniform.

## POLICIES FOR EARNING LETTERS AND AWARDS

Students meeting the following requirements will be awarded the traditional letter. Once a student letters and receives an emblem, he/she will receive only bars and/or certificates for each qualifying year thereafter.

- A. Basketball—Play in at least twenty (20) quarters of varsity games and successfully completes season.
- B. Football—Play in at least ten (10) quarters of varsity games and successfully completes season.
- C. Track—Either set a school record in an individual or team event **OR** place in any individual or relay event if five or more teams are present at the meet and successfully completes season.
- D. Volleyball—Play in at least 15 matches (not games) and successfully completes season.
- E. Cheerleading—Attend 95% of games and practices and successfully completes season.
- F. Golf—Participate in at least two meets as a varsity golfer and successfully completes season.
- G. Cross Country—Participate in at least two meets as a varsity runner and successfully completes season.

Cases of injury disabling an athlete will be handled on an individual basis. Students dropping the sport or being guilty of breaking a training rule will receive no recognition even though they may meet the above minimum qualifications.

The respective coaches will decide upon special awards for sports. The following are the awards that will be given out:

- A. Basketball—MVP, Best Defense, Best Offense, Hustler, Most Improved, Sixth Man (Woman), JV MVP and Falcon Pride
- B. Football—MVP overall, MVP offense, MVP defense, MVP lineman, Most Improved, Hustler, 10<sup>th</sup> Man, Most Dedicated and Falcon Pride
- C. Track—Most Outstanding, Most Improved, “I’ll Do It” Award, Most Dedicated, Most Field Points, Most Track Points and Falcon Pride
- D. Volleyball—MVP, Best Frontcourt, Best Backcourt, Hustler, Most Improved, JV MVP, Rookie of the Year and Falcon Pride
- E. Cheerleading—Most Outstanding, Most Improved, Spirit Award and Falcon Pride
- F. Golf—Most Outstanding, Most Improved and Falcon Pride.
- G. Cross Country—Most Outstanding, Most Improved and Falcon Pride.

Awards are presented at the Annual Awards Night held in the spring.

## **RESPONSIBILITIES**

### **A. Student**

It is the responsibility of all students involved in the activities program of the Florence-Henry sports co-op to maintain the following:

1. Training Rules
2. Scholastic standards set forth by the SDHSAA and the Florence and Henry High Schools.
3. Work within the team concept.
4. Be at practice sessions, practice meets, games, and other team activities and have a positive attitude towards these events.
5. Maintain training and work on skills to improve oneself in the off-season.
6. Respect oneself, coaches, parents, school and team members.
7. Be enthusiastic about your team, school and community.
8. Represent the Florence-Henry Falcons in a positive manner at all times.

### **B. Coach/Supervisor**

It is the responsibility of all coaches/supervisors in activities in the Florence-Henry sports co-op to do the following:

1. Provide a positive attitude toward the student participants.
2. Provide instruction in the basic skills of an activity.
3. Be firm, but fair.
4. Carry out the policies of the Florence and Henry School Districts.
5. Represent the Florence and Henry School Districts in a positive manner at all times.
6. Set a proper example for participants in words and deeds.
7. Have a respect for participants, officials and spectators.
8. Notify parents if a participant is to be removed from an activity.

### **C. Administration**

It is the responsibility of the Florence and Henry School District administrations to carry out the following:

1. Carry out policies of the Boards of Education.
2. Provide support for and evaluation of all co-curricular programs and coaches/advisors.
3. Recommend employment of candidates for open positions.
4. Supervise and provide institutional control of coaching staffs and athletic programs.
5. See that adequate facilities and equipment are available.
6. Represent the Florence and Henry School Districts in a positive manner at all times.

### **D. School District**

It is the responsibility of the Florence and Henry School Districts to provide the following:

1. Provide adequate facilities for activities.
2. Provide adequate equipment for participation.
3. Provide positive support within the school community.
4. Hire and maintain qualified coaches/supervisors.
5. Maintain policies which enhance the activities program.

## **ATHLETIC PROGRAMS: 7-12 GRADES**

The coaching staff will have the sole responsibility for selection of participants in their 7-12 sports program. The determination will be made on the basis of attitude, enthusiasm, and performance during practice and competition.

The head coach will be responsible for the philosophy of the entire program. The coaching staff will encourage work on the basic skills in the off-season and if possible students should attend a summer camp.

### **Football: Varsity—Grades 9-12 (male)**

The varsity football team is composed of students in grades 9-12. This is held during the fall sports season. The coaching staff will encourage participants to maintain a training regimen during the off-season.

### **Football: Grades 7-8 (male)**

This program is open to any student in grades 7-8. Coaches will make every effort to see that each student receives an equal opportunity to participate.

### **Volleyball: Grades 9-12 (female)**

This program is composed of females in grades 9-12. 7<sup>th</sup> and 8<sup>th</sup> grade students may be moved up to play on HS teams based on the factors of demonstrated ability and dedication. Volleyball is held during the fall sports season. The coaching staff will encourage participants to maintain a training regimen during the off-season.

### **Volleyball: Grades 7-8 (female)**

This program is composed of females in grades 7-8. Coaches will make every effort to see that each student receives an equal opportunity to participate.

### **Cross Country: Grades 7-12 (male and female)**

The cross country program is open to any student in grades 7-12 (junior high students will be taken to meets on a need-only basis). The coaching staff will encourage participants to maintain a training regimen during the off-season.

### **Basketball: Grades 9-12 (male and female)**

The basketball program is open to any student in grades 7-12. 7<sup>th</sup> and 8<sup>th</sup> grade students may be moved up to play on HS teams based on the factors of demonstrated ability and dedication. The coaching staff will encourage participants to maintain a training regimen during the off-season.

### **Track: Grades 7-12 (male and female)**

The track program is open to any student in grades 7-12 (Junior High will be taken to high school meets on a need-only basis). The coaching staff will encourage participants to maintain a training regimen during the off-season.

**Golf: Grades 7-12 (male and female)**

The golf program is open to any student in grades 7-12 (junior high will be taken to high school meets on a need-only basis). The coaching staff will encourage participants to maintain a training regimen during the offseason.

**TRANSPORTATION FOR EXTRA-CURRICULAR ACTIVITIES:**

Practice in Florence:

Henry students will ride the bus or other school-provided transportation to and from Florence for practice. The bus will leave from the Henry school promptly after school hours and will return to the Henry school after practice.

Practice in Henry:

Florence students will ride the bus or other school-provided transportation to and from Henry for practice. The bus will leave from the Florence school promptly after school hours and will return to the Florence school after practice.

Games or events later in the evening:

All participants will ride the bus or other school-provided transportation to the activity. The participants will meet in either town at the town gym. Pickup/drop off times will depend on the direction/location of the event.

Example:

If the event is to the north of us, Henry students will get on the bus at the Henry school, drive to Florence, pick up the Florence students at the Florence school. On the way home, the bus will drop off the Florence students at the Florence school and proceed on to the Henry school and drop off the Henry students.

**GUARD YOUR ATHLETIC ELIGIBILITY. YOU ARE NOT ELIGIBLE IF:**

1. You have reached your 20<sup>th</sup> birthday.
2. You have attended more than 4 first semesters and 4 second semesters of school in grades 9-12. Enrollment in school for 15 school days or participation in an inter-school contest shall constitute a semester.
3. You did not pass 20 hours of high school work per week, in courses approved for graduation for the preceding semester.
4. You are not enrolled in and attend a minimum of 20 hours of high school work per week during the current semester.
5. You have graduated from a regular four-year high school or institution of equivalent rank.
6. You have not enrolled by the 16<sup>th</sup> school day of the current semester. Date of regular entry into classes is considered date of enrollment.
7. You have been absent from school more than 10 consecutive days. (Illness of the student or a death in the immediate family excepted.)
8. You have transferred from one high school to another without a corresponding change in the residence of your parents.
9. You do not have on file in the principal's office a signed physical examination and parent's permit form.
10. You have ever participated in an athletic contest under an assumed name.
11. You have ever participated in athletics in any institution of learning of higher rank than a standard secondary school.
12. You have violated your amateur standing.
13. During a high school sport season, you compete as an individual or as a member of another team.

Consult your coach, athletic director or principal for additional information.

**PERMISSION TO BROADCAST SCHOOL ACTIVITIES**

The undersigned, for and on behalf of any and all of my children attending either the Florence or Henry schools, hereby are given permission for the Florence and Henry School Districts to allow my children to participate in all school activities that may be broadcast live or are video-taped. I specifically waive any right of privacy I and they may have concerning such broadcast and consent that broadcast of my children may occur. Also, I allow their name to appear in the school web page, newspaper articles and athletic and other programs published by the schools for the school activities.

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\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student/Athlete Signature

\_\_\_\_\_  
Date

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I have received a copy of the Florence-Henry Activities Handbook for the 2016-17 school year. I have read and understand all of the policies put in place in this handbook.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

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

FALCONS