



HILLSBORO
SCHOOL

· DISTRICT ·

*Engage and challenge all learners
to ensure academic excellence*

**HIGH SCHOOL
PARENT-STUDENT
ATHLETIC & ACTIVITY
HANDBOOK**

HILLSBORO SCHOOL DISTRICT CONTACTS

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ATHLETIC & ACTIVITIES HANDBOOK INSTRUCTIONS

Please read this handbook. By signing the Athletic/Activity Participation Form, you are acknowledging you have read and understand the guidelines established by the Hillsboro School District.

Prior to turning out for an OSAA-sanctioned sport/ activity, participants are *required* to be adequately covered by insurance. You may choose to purchase insurance through the school or you may sign the insurance waiver, which is located on the Athletic/ Activity Participation Form. By signing the insurance waiver, you are stating you have your own private insurance. The parent/guardian must sign these. Students **MUST have medical insurance to participate in sports.**

ATHLETIC/ACTIVITY CLEARANCE REQUIREMENTS

In order for your student to clear and participate in a sport or activity, the following must be completed:

1. OSAA PHYSICAL FORM - **Signed and dated** by your doctor. **Your physical form is good for 24 months from the date of the exam.**
2. ATHLETIC/ACTIVITY PARTICIPATION FORM – Signed and dated by parent/legal guardian and student.
3. All fees must be paid. An athlete is responsible for all equipment issued to him/her. The athlete must clear all fees and equipment before being allowed to participate in the next sports season.
4. Participants must meet OSAA and Hillsboro School District Academic Eligibility Standards.

Complete and return all forms to the High School Athletics Office to “clear.” All forms must be in before the student can try out for a sport.

PHILOSOPHY OF INTERSCHOLASTIC ATHLETICS AND ACTIVITIES

The Hillsboro School District believes that extra-curricular programs are an integral part of our total educational program. In an educational setting, every effort must be made to provide athletic and activity experiences for as many students as possible. Because of the infinite number of individual differences in abilities and interests, programs must be broad and comprehensive. Competitive extra-curricular programs are to be selected on the basis of the needs, interests, and basic abilities of students, and be organized appropriate to their physical and emotional maturity. There should be as many opportunities in schools as can be adequately coached, managed, and funded. When opportunities have been made available in classes and intramurals for participation on the part of all, then the more skilled students should have the opportunity to meet other students of equal skill in extra-curricular programs.

ANTICIPATED OUTCOMES FOR STUDENTS PARTICIPATING IN ATHLETICS AND ACTIVITIES

The Hillsboro School District believes that involvement and participation in meaningful competitive extra-curricular athletics and activities with a goal of excellence promotes:

- Increased commitment to academic improvement while involved and participating in programs.
- Improved school attendance, especially during the period of participation.
- Greater satisfaction with school by representing the school in athletic and activity programs.
- A greater appreciation for positive work ethic.
- A higher level of physical fitness and skill development.
- A healthy understanding of competition, team cooperation, rules, and sportsmanship.

School athletics and activities should contribute to the identity and interest in school for parents, fans, student support groups, and service clubs, in addition to the participants.

OSAA ATHLETICS AND ACTIVITIES OFFERED IN THE HILLSBORO SCHOOL DISTRICT

FALL SPORTS

Football
Soccer
Volleyball
Cross-Country

WINTER SPORTS

Basketball
Swimming
Wrestling

SPRING SPORTS

Baseball
Golf
Softball
Tennis
Track

OSAA ACTIVITIES

Band
Cheer
Choir
Dance
Solo Music
Speech

FEES

OSAA ATHLETICS - \$200.00 per sport

OSAA maximum participation fee shall be \$400 per student or \$800 per family for the current school year for athletics and activities. All fees must be paid in full by the last day of the season. Students are not permitted to participate in any additional athletics or activities with an outstanding balance.

OSAA ACTIVITIES - \$150.00 per activity

OSAA maximum participation fee shall be \$400 per student or \$800 per family for the current school year for athletics and activities. All fees must be paid in full by the last day of the season. Students are not permitted to participate in any additional athletics or activities with an outstanding balance.

ASB CARD AND STICKER - \$20

STUDENTS ON FREE AND REDUCED-PRICE LUNCH

Students who qualify for free or reduced-price lunch are not required to pay for participation in athletics and activities. A waiver of this fee must be requested, and authorization to verify the student's free and reduced-price lunch status must be granted to the school.

Note: Tier II OSAA sports (golf and tennis) do not qualify for individual and family caps or free and reduced-price lunch waivers.

DISTRICT SPORTSMANSHIP GUIDELINES

FUNDAMENTALS of SPORTSMANSHIP - PARTICIPANTS

- Show respect for the opponent at all times.
- Show respect for the officials.
- Know, understand, and appreciate the rules of the contest.
- Maintain self-control.
- Recognize and appreciate levels of skill attained, regardless of affiliation.
- Recognize that participation in a contest is a privilege.
- Maintain a balance.
- Participate in a variety of activities and have fun.

PARENTS / STUDENTS / SPECTATORS

- Respect both players and fans of opposing teams.
- Be a role model! Don't harass or trash talk opponents or officials before, during, or after a contest.
- Recognize and support the efforts of coaches, officials, leagues, and school administrators.
- Support your child/peer with positive actions and encouragement.
- Respect the officials' judgment and interpretation of the rules.
- Accept both victory and defeat with pride and compassion.
- Applaud all participants' efforts – win or lose.

One man practicing sportsmanship is far better than fifty others preaching it.

- Knute Rockne

Winning is for a day – sportsmanship is for a lifetime.

Sportsmanship is winning – even if you lose the game.

Fans are not at an event to intimidate or ridicule, but to support and enjoy the competition.

Good sportsmanship begins with you. Always do right. This will gratify some people and astonish the rest. - Mark Twain

ATHLETIC AND ACTIVITY BEHAVIOR STANDARDS

The athletic and activity departments, as well as the professional coaches and advisor staff of the District, recognize the importance of extra-curricular programs within the total school structure. It is our belief that high expectations for our students will produce positive performance and personal growth. The opportunity to participate in extra-curricular programs is a privilege granted to all students in the District. Since these programs are an extension of the school environment, participants are expected to follow District policies as outlined by the School Board and, specifically, those related to student behavior outlined in the Standards of Student Conduct. In addition, participants in these voluntary programs are expected to follow the specific standards of conduct established by the administration and athletic/activity coaches/advisors, as well as the standards set forth by the Oregon School Activities Association (OSAA).

An athlete is defined as a student in Grades 9-12 who is a member of an OSAA-sponsored team.

Activity participants are defined as participants in OSAA-sponsored groups that represent the school publicly or in competition with other schools.

Participants in athletic/activity programs will adhere to all behavior standards at all times. Representing a school as part of an athletic/activity program is a privilege, and with the extra returns come certain responsibilities. The goal of behavior and conduct standards is twofold:

1. Participants in athletic/activity programs shall present and conduct themselves in a manner that will bring credit to themselves, the student group or team they represent, and their school.
2. All athletic/activity participants will strive continually to improve themselves by attaining standards higher than those asked of the general student.

In order to attain these goals, the following standards will be in effect for all students who represent their school as participants in athletics/activities.

In the competition arena, the student:

- is under control at all times, and exhibits poise and composure regardless of the situation;
- is respectful to officials;
- is modest in victory and gracious in defeat;
- does not use profanity.

At school and in the community, the student:

- works hard to promote pride with other students in his/her school and community;
- is discreet at all times. Public display of affection is discouraged;
- displays appropriate appearance and behavior before fellow students.

In the classroom, the student:

- meets the academic standards of school;
- is respectful to teachers and fellow students;
- maintains a good attendance record;
- is not truant from classes or practice.

On school-sponsored trips, the student:

- is an ambassador for his/her home, school, and community and will act accordingly;
- dresses appropriately and in good taste;
- refrains from misconduct while traveling to and from events. Disruptive behavior or other forms of misbehavior will not be tolerated.
- remains with the team at all times when attending away events unless authorized by the coach.

Students who violate athletic/activity behavioral standards will be disciplined as outlined in the Standards of Student Conduct. Students may also be suspended from competition/practice in their athletic or activity program.

SUBSTANCE ABUSE - Definitions and Standards

Athletic training standards require that athletic and activity participants agree not to possess, use, sell, or provide alcohol, tobacco, or illegal/unauthorized drugs or related paraphernalia **at any time throughout the calendar year**. Athletic and activity participants also agree not to be present where unlawful use of alcohol or drugs may occur **at any time throughout the calendar year**.

PENALTIES

First Offense - Participants in athletic/activity programs who violate drug, alcohol, or tobacco standards shall be suspended from participation and lose the right to represent the school for ninety (90) calendar days.

Participants in athletic/activity programs lose the right to represent the school in competitions, but may continue to practice with the team.

As a condition of reinstatement and before representing the school in any activity thereafter, students who violate drug, alcohol, or tobacco standards will:

1. Submit verification and summary of the completion of a chemical-abuse evaluation and treatment, or tobacco-cessation program to the administration, athletic director, or activity director, and
2. Meet with parents or guardians, coach, and administrator (or designee) prior to reinstatement.

Upon completion of the above procedure, the student may petition the principal or designee for reinstatement after not less than twenty (20) school days.

Second Offense - Participants in athletic/activity programs who commit a second offense shall lose participation privileges for one (1) calendar year.

In case of alleged violations, due process in the form of notification of the alleged violation and the right to a hearing must be extended to students involved. The implementation of this policy rests with the building administration and high school athletic/activity director. Consequences begin as soon as a building-level decision is made. Requests to appeal this policy shall be directed to the building principal.

***It should be noted that any evidence turned into the District or school of alleged violations (video, photos, facebook, etc.) must be able to be verified and proven by the building administration to implement any consequences against a student.*

HAZING

Hazing is prohibited. Hazing means any intentional, knowing, or reckless act committed by a student, whether individually or in concert with other persons, against another student, and in which the act causes or contributes to a substantial risk of physical injury, mental harm, or personal degradation. Violation of this policy will result in disciplinary action as outlined in the Standards of Student Conduct.

SUSPENSION

Students under suspension from school are not eligible to attend practice or represent the school. Students returning from suspension may face further participation limitation as a result of missed practice, lack of conditioning, etc.

STUDENT ATTENDANCE

Students must be present in school at least one half of the regular academic day of a game/event/practice in order to participate in **that game/event/practice**. Prior approval from administration required for excused absences. Unexcused absences will result in the student not participating in the game/event/practice. Emergencies will be handled by the athletic director/administrator.

District-Approved Excused Absences:

- Illness of student, quarantine, or illness of immediate family member
- Necessary family travel, educational, occupational interviews
- Bereavement
- Emergencies, such as death, accident, medical, or injury
- Religious observance/instruction
- Pre-arranged absence
- Legal or court appointment
- Suspension

PARTICIPATION REQUIREMENTS AND EXCEPTIONS

Participation in athletics is available to any student. The following regulations govern athletic eligibility:

1. The student must meet OSAA and Hillsboro School District academic eligibility requirements.
2. The student must adhere to the training and citizenship rules established by the coach, athletic department, and school administration.
3. The student must meet physical requirements and possess some type of insurance which covers him/her for athletic injuries.
4. A student who is dropped from a squad for disciplinary reasons will not be allowed to become a member of any other sport during that season.
5. Students may not drop from one sport squad and transfer to another without agreement of both coaches concerned.
6. Participants must possess a student body card with an **ASB sticker**.

The Hillsboro School District recognizes athletic/activity participation as an integral part of the educational process. Experience has shown that such participation promotes and supports the academic mission of schools, as well as contributing to students' social and personal development. Students who represent their schools should set high expectations for themselves in all areas of school life, particularly in the classroom.

The goals of academic standards for participation are:

1. To assist students with a continuing focus on the importance of academic learning.
2. To encourage students who represent the school as activity participants to view themselves as positive role models.

ACADEMIC ELIGIBILITY STANDARDS

In order to meet academic eligibility standards for participation in OSAA programs, a student must meet the following:

Semester Schools: Century, Glencoe, and Liberty

1. Pass **five** subjects the previous semester (OSAA)
2. Be enrolled and passing at least **five** subjects in the current semester (OSAA)
3. Pass all subjects or receive a 2.0 GPA the previous grading period (quarter, semester). Summer school or alternate grades will be credited when the next transcript is issued. (HSD)
4. *Students not meeting OSAA requirements, by rule, are **INELIGIBLE** for the entire semester.

Trimester School: Hilhi

1. Pass **four** subjects the previous trimester (OSAA)
2. Be enrolled and passing at least **four** subjects in the current trimester (OSAA)
3. Pass all subjects or receive a 2.0 GPA the previous grading period (trimester). Summer school or alternate grades will be credited when the next transcript is issued. (HSD)
4. *Students not meeting OSAA requirements, by rule, are **INELIGIBLE** for the entire trimester.

Semester and Trimester OSAA Individual Eligibility Chart

OSAA Rule 8.1.1 Individual Eligibility	
Number of Classes Offered	Minimum Number Passed
4	3
5	4
6	5
7	5
8	5

Satisfactory Progress Toward Graduation - In addition to the specific credit requirement identified in OSAA Rule 8.1.1., to be scholastically eligible, a student must **also** be making satisfactory progress towards the school's graduation requirements as determined by the District **by earning a minimum of the quantity of credits indicated on the chart below for the specified year.**

Minimum Satisfactory Progress Requirements	
Credits to Graduate	24
Credits Per Year	6
(70%) - Prior to Grade 10	4
(80%) - Prior to Grade 11	9.5
(90%) - Prior to Grade 12	16

*****Please Note: it is recommended that students enroll in more than the minimum number of classes each semester/trimester to ensure they meet satisfactory progress towards degree requirements as outlined in the above chart.***

Participants in athletic/activity programs not meeting the OSAA standard are, by OSAA regulation, ineligible for the term. They may not participate or represent the school until semester/trimester grades are posted to determine eligibility. Students may not practice if they do not meet the OSAA standard unless they apply for an exception and it is approved by the OSAA. The OSAA's approval will be contingent, in part, on the student submitting a plan for how he/she will fulfill academic requirements given the time demands of athletic/activity participation. Students granted an exception and allowed to practice must meet the OSAA academic standard at the nine-week grading period.

Participants in athletic/activity programs not satisfying District standards shall be allowed to practice but lose the privilege of representing their school until they demonstrate a positive report at 4½ weeks.

Incoming ninth grade students must also meet District academic standards for eligibility for OSAA-sponsored programs. Final grades posted from the student's eighth grade spring semester/trimester will be used to determine eligibility for the fall season until the first progress report. Summer school or alternate grades will be credited when the next transcript is issued.

Academic Eligibility Hardship Appeal Process

Participants in athletic/activity programs not meeting eligibility standards may participate only if the following conditions are met.

The principal applies to the OSAA Executive Director for an exception to the OSAA academic standard when, in his/her opinion, there are circumstances beyond the control of the student or parent, or other circumstances whereby enforcement of the rule would work an undue hardship upon the student. The principal will inform the Director of Safety and Operations prior to submitting the Eligibility Request Form. Requesting and receiving an OSAA hardship does not automatically waive the District standard.

The principal may grant an exception to the District academic standard, when, in his/her opinion, there are circumstances beyond the control of the student or parent or other circumstances whereby enforcement of the rule would work an undue hardship upon the student. The principal will inform the Director of Safety and Operations when granting such an exception.

The school athletic director will monitor the student's academic progress and attendance on a weekly basis. If the student is not attending regularly and meeting the District standard, the student will immediately become ineligible until his/her next weekly academic progress check has improved.

GRADE CHECKS

Semester Schools (Century, Glencoe, Liberty)

- 4½ week mark - Students may only become HSD eligible at this time
- Quarter - Students may become HSD eligible or ineligible at this time
- Semester - Students may become both OSAA and HSD eligible or ineligible at this time

Trimester School (Hillsboro)

- 4½ week mark - Students may only become HSD eligible at this time
- Trimester - Students may become both OSAA and HSD eligible or ineligible at this time

The following OSAA athletics and activities are subject to Hillsboro School District grade checks:

Band (*does not include marching band or color guard*), Baseball, Basketball, Cheerleading, Choir, Cross Country, Dance/Drill, Football, Golf, Soccer, Softball, Solo Music, Speech, Swimming, Tennis, Track and Field, Volleyball, Wrestling

HILLSBORO SCHOOL DISTRICT BASIC SPORTS GUIDELINES

The District strives to protect each student from possible injury while engaging in school activities. The guidelines and/or practices identified below have been established for the activities offered here at high school, in order to protect the student and others from injury and/or illness. Participation in any athletic activity carries with it the risk of injury. Participants and their parents should recognize that conditioning, nutrition, proper techniques, safety procedures, and well-fitting equipment are important aspects of every athletic program. Each participant is expected to follow the directions/standards of the coach. Travel to and from off-campus facilities, including practice and game sites, shall be in accordance with the direction of the coach and athletic director.

General Sports Guidelines:

- Engage in proper warm-up activities prior to any strenuous activity taking place.
- Wear all protective equipment as directed by the coach.
- Notify the coach of any physical conditions that could affect performance.
- Perform only those skills and techniques as instructed and/or supervised by your coach.
- Be sure all equipment is fitted properly, especially shoes.
- Remove all jewelry, metal hair fasteners, and other body adornments as required by rules and regulations.
- Athletes are expected to dress according to temperature and coach's expectations.
- Be aware of possible hazards at both home and away sites and locker rooms. Note field conditions and obstructions, and advise the coach of these hazards.
- Players must inform the coach prior to each day's activity of limiting conditions, and participate only to the extent allowed by the coach.

- Players should hydrate themselves frequently during practice and meets, and follow the coach's direction on hydration prior to and following practices and meets.
- Notify the coach immediately if injured.
- Remain with the team until dismissed by the coach.
- Notify the coach in advance if you will have to miss practice due to illness or other excused absence.

HILLSBORO SCHOOL DISTRICT **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 a greater benefit to student-athletes. As parents, when your students become involved in our program, you have the right to understand what expectations are placed on your student-athlete. This begins with clear communication from the coach of your student-athlete's program.

COMMUNICATION COACHES EXPECT FROM ATHLETES AND PARENTS

1. Concern expressed directly to the coach
2. Notification of any schedule conflicts in advance
3. Notification of illness or injury as soon as possible

As your student becomes involved in District programs, he or she will experience some of the most rewarding moments of his or her life. It is important to understand that there may also be times when things do not go the way you and your student-athlete wish. At these times, discussion with the coach is encouraged. It is the first and most integral step to understanding and resolution.

APPROPRIATE CONCERNS TO DISCUSS WITH COACHES

1. The treatment of your student athlete
2. Ways to help your student athlete improve
3. Concerns about your student athlete's behavior

It is very difficult to accept your student-athlete not playing as much as you hope. Coaches are professional. They make decisions based on what they believe to be the best for all student-athletes involved. As you have seen from the preceding list, certain things can be discussed with your student's coach. Other things, such as those listed below, must be left to the discretion of the coach:

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

COMMUNICATIONS YOU SHOULD EXPECT FROM YOUR SON OR DAUGHTER'S COACH

1. Philosophy of the coach
2. Expectations and goals the coach has for student athletes, the team, and the season
3. Locations and times of all practices and contests
4. Specific team requirements, including special equipment, strength and conditioning programs, weekend activities, etc.
5. Injury procedures for practices and contests
6. Team rules, guidelines, and consequences for infractions
7. Lettering criteria
8. Team selection process
9. Discipline resulting in the denial of your student's participation

PARENT CODE OF CONDUCT

1. Make sure your student-athlete understands that, win or lose, you love him or her. *Students first – winning second.*
2. Be realistic about your student-athlete's physical ability.
3. Help your student-athlete set realistic goals.
4. Emphasize *improved* performance, not winning.
5. Provide a safe environment for training and competition.
6. Don't relive your own athletic past through your student-athlete.
7. Control your emotions at games and events.
8. Be a "cheerleader" for your student-athlete and others on the team.
9. Respect your student-athlete's coaches. Communicate with them in a positive way. Encourage others to do the same.
10. Be a positive role model. Be sensible and responsible, and keep your priorities in order. There is more at stake than a win or loss record.

NEXT STEPS IN COMMUNICATION

There are situations that may require a conference between the coach and player or coach and parent. These conferences are encouraged. It is important that all parties involved have a clear understanding of the other person's position. When a conference is necessary, the following procedure should be used to help resolve any concerns:

1. Call the coach to set up an appointment.
2. If the coach cannot be reached, call the building athletic director and a meeting will be set up for you.

Please do not attempt to confront a coach before, during, or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature usually do not promote positive resolutions.

THE NEXT STEP

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

1. Call the building athletic director for the high school to set up an appointment.
2. At this meeting, the appropriate next step can be determined.

PERSONAL PROPERTY

Students are discouraged from bringing personal property like iPods, DVD players, cell phones, digital cameras, etc., to practice and sporting events. Students choosing to bring personal property do so at their own risk of loss, damage, and/or theft. The District does not reimburse students or parents for the loss, damage, and/or theft of student personal property.

TRANSPORTATION

Students are to be transported to all school-sponsored events in District-provided vehicles. In the event that parents/guardians wish for their son/daughter to have alternative transportation, Board policy and District forms must be used. All alternative driver requests must go through the athletic director or activities coordinator prior to being approved. It is the responsibility of the parent/guardian to ensure students have transportation home from practice and/or events once they are released by their coach/advisor in a timely manner. Student bus behavior guidelines are outlined in the Standards of Student Conduct.

LOCKER ROOM

The locker room is a very dangerous place. Students must follow all rules and regulations outlined in the Standards of Student Conduct and by their coach/advisor. Please be aware hazing in any form is prohibited. Students are required to review the Standards of Student Conduct regarding hazing.

LETTER AWARDS

Each high school in the District will establish lettering policies. The coach/advisor is obligated to make all participants aware of their criteria prior to the start of the season. It is the responsibility of the parent/guardian and the student to make sure they understand the lettering policy prior to the season.

WARNING/AGREEMENT TO OBEY INSTRUCTIONS

I am aware that practicing or competing in interscholastic activities in high school will be a dangerous activity involving MANY RISKS OF INJURY. I understand that the dangers and risks of practicing and competing in sports include, but are not limited to, death, serious neck and spinal injuries which may result in complete or partial paralysis, brain damage, serious injury to virtually all internal organs, serious injury to virtually all bones, joints, ligaments, muscles, tendons, and other aspects of the muscular skeletal system, and serious injury or impairment of other aspects of my body, general health, and well being. I understand that the dangers and risks of practicing or competing in a sport may result not only in serious injury, but in a serious impairment of my future abilities to earn a living, to engage in other business, social, and recreational activities, and generally to enjoy life. I also understand that the sport in which I participate may be so inherently dangerous that no amount of reasonable supervision, protective equipment or training can eliminate all vestiges of danger. By signing the District Athletic/Activity Participation Form, the parent/guardian acknowledges the District does not assume the responsibility for any medical services required. Because of the dangers of participation in a sport at high school, I recognize the importance of following the coaches' instructions regarding techniques, training, and other team rules, etc., and to agree to obey such instructions.

We want to remind students and parents of the serious danger of chemicals, both prescription and over-the-counter, used with the intent of enhancing performance or body shape. It is the position of the Hillsboro School District that we believe these to be unacceptable health risks. The issue of anabolic steroid use is addressed in our school procedures and in the state guidelines from the OSAA. Use of these substances will not be encouraged or tolerated in the Hillsboro School District.

DISTRICT SUBSTANCE ABUSE POLICY

Dear Parents:

In a continued effort to promote healthy activities/athletics in the Hillsboro School District, we are asking you to endorse our substance abuse policy for the school year. Please review the information below.

SUBSTANCE ABUSE- Definitions and Standards

Athletic and activity participants will not possess, use, sell, or provide alcohol, tobacco, or illegal/unauthorized drugs or related paraphernalia **at any time throughout the calendar year**. Athletic/activity participants agree not to be present where unlawful use of alcohol or drugs may occur **any time throughout the calendar year**. By signing the District Athletic/Activity Participation Form, parents and students agree to follow this policy.

Substance Abuse Consequences:

First Offense. Participants in athletic/activity programs who violate drug, alcohol, or tobacco standards shall be suspended from participation and lose the right to represent the school for ninety (90) calendar days.

Participants in athletic/activity programs lose the right to represent the school in competitions, but may continue to practice with the team. As a condition of reinstatement and before representing the school in any activity thereafter, students who violate drug, alcohol, or tobacco standards will:

1. Submit verification and summary of the completion of chemical-abuse evaluation and treatment, or tobacco-cessation program to the administration, athletic director, or activity director, and
2. Meet with parents or guardians, coach, and administrator (or designee) prior to reinstatement.

Upon completion of the above procedure, the student may petition the principal or designee for reinstatement after not less than twenty (20) school days.

Second Offense. Participants in athletic/activity programs who commit a second offense shall lose participation privileges for one (1) calendar year.

In case of alleged violations, due process in the form of notification of the alleged violation and the right to a hearing must be extended to students involved. The implementation of this policy rests with the building administration and high school athletic/activity director. Consequences begin as soon as a building-level decision is made. Requests to appeal this policy shall be directed to the building principal. ****It should be noted that any evidence turned in to the District or school of alleged violations (photos, facebook, etc.) must be able to be verified and proven by the building administration to implement any consequences against a student.**