



ISSAQUAH  
SCHOOL DISTRICT 411

STUDENT ATHLETIC  
HANDBOOK

**2017-2018**

Issaquah High School

Liberty High School

Skyline High School

Dear Parent/Guardian:

We know your student will have a meaningful experience while involved in athletics, cheer, dance and drill during his/her time in the Issaquah School District. *We ask that you review this handbook and spend time discussing it with your student.* This handbook provides general information about high school athletics. In addition to this information, we are also governed by Issaquah School District Regulations and Procedures and the rules governing WIAA. Your awareness of the contents of this handbook is very important, so the District requires that you and your student sign the last page of this handbook and have your son or daughter return it to his/her school's Athletic Office. (The term “student-athlete” used in this handbook refers to all students involved in athletics, cheer, dance and drill.) The sign-off sheet is also available on the District’s Website at: <http://www.issaquah.wednet.edu/family/sports/HSsports>

## STUDENT ATHLETIC HANDBOOK TABLE OF CONTENTS

	<b>Page</b>
Student Athletic Handbook Letter to Parents .....	2
Table of Contents .....	2
Athletic Goals for the Issaquah School District .....	3
Athletic Registration Procedure .....	4
Athletic Eligibility-Criteria .....	4-7
Concussions.....	7-8
Attendance Regulations .....	8-9
Conduct for Athletes .....	9-12
Discipline Procedures and Due Process .....	12-13
Prohibition of Hazing and Bullying.....	14
WIAA Out-of-Season Regulations .....	14
General Sports Rules .....	14-15
Equipment .....	15
Standards for Letters.....	16
NCAA Collegiate Athletic & Scholarship Eligibility .....	16
Physical Education Waiver .....	16
Religious Holidays .....	16
Spectator Guidelines .....	16-17
Travel Rules for Athletics .....	17
Weather Closure Guidelines .....	17
Sudden Cardiac Arrest .....	18
Parent/Student Sign-Off Sheet.....	19

Revised 8/1/2017

## ***Goals for Issaquah School District Athletics***

*The goals of the Issaquah School District Athletic Program are to support academic achievement, to promote the physical, social, and cultural development of the whole person, and to develop character through athletic competition.*

### **TEAM:**

- Develop organizational criteria that will aid the coach in the optimum management of his/her program.
- Establish maximum, effective squad/team sizes based on facilities, equipment and availability.
- Develop competitive goals that are consistent with the accomplishments desired.

### **PARTICIPANT:**

- Provide an opportunity for students to develop physical skills and to better satisfy their interest and desire for competition.
- Develop physical vigor and desirable health habits.
- Develop qualities of good citizenship by subscribing to the written and unwritten rules of sportsmanship.
- Develop social competence through interdependence with teammates, coaches, officials, and athletes from other schools.
- Develop valuable personal qualities of responsibility and leadership.

### **STUDENT BODY AND SCHOOL:**

- Capitalize on the potential of athletics/spirit as an educational force.
- Enhance unity and school morale through the athletic program.
- Maintain a program that develops a reputation of disciplined conduct.
- Develop student interest by enlisting their aid in support of the program.
- Maintain a program broad in scope, which offers activities that are interesting and beneficial to the greatest number of students.

### **PARENTS AND COMMUNITY:**

- Understand the important implications of an athletic contest.
- Recognize that control of/and responsibility for the athletic programs rest with school personnel.
- Value the athletic program in creating community unity and pride.
- Encourage commitment in support of athletics from the parents and the community.
- Choose to publically support the team and each individual team member
- Serve as a good role model for students, athletes, and fans
- Appreciate the educational opportunity that your child is receiving in the athletic program. This includes the enormous time and effort provided by the coach.

**NOTE:** All interscholastic athletic programs including cheer, dance and drill shall be conducted in accordance with the letter and spirit of the rules and regulations of the Issaquah School District, KingCo League, Washington Interscholastic Activities Association, & the National Federation of State High School Associations.

## *Activity Registration Process*

All Student Athletes must complete the online athletic eligibility process for **EACH SEASON** and for **EACH SPORT** in which the athlete wishes to participate.

After completing the online portion of the athletic registration, the clearance process will **ONLY** be completed once you have **FIRST** stopped to see the bookkeeping office to clear all financials and the **SECOND** is to bring the printed confirmation signed by the bookkeeper & the original doctor's signed off physical form (NO FAXES OR PHOTOCOPIES) to the Athletic Office. **NO Athlete is allowed to participate** in the first day of tryouts or practices until the Athletic Office has issued the FINAL clearance.

You will complete the following information in the Online Athletic/Activity Registration Process.

- Verify the Student demographic information
- Eligibility Questions
- Transfer Student
- Verify Parent/Guardian information
- Verify Emergency Contacts
- Medical and Emergency Authorization/Consent
- Accident Insurance – Parent Responsibility
- WIAA Regulated Activities
- Print Physical Evaluation Form\*
- Concussion Information
- Sudden Cardiac Arrest Awareness
- Informed Consent Form
- Student Athlete Handbook

Bring the Athletics Registration Confirmation with the completed, **doctor-signed** Physical Form to the school's **Athletic Office**.

### **ELIGIBILITY FORMS AND CHECKS SHOULD NEVER BE GIVEN TO THE COACH.**

After reviewing that all requirements are met, the Athletic Office will give the student an ATHLETIC CLEARANCE FORM to provide to the coach.

## *Athletic Eligibility-Criteria*

All member schools of KingCo League and WIAA are expected to monitor the eligibility of each student carefully. Failure to comply with the regulations can render an individual ineligible, which may negatively affect the athlete, the team, and the school. There are established consequences for schools with re-occurring eligibility violations, including probation from competition for the individual and/or the school program. In some cases, the student may need to appear before the KingCo League Eligibility Committee to address extenuating circumstances. The Athletic Director is available to work with the parent and athlete to explain and facilitate the appeal/hearing process.

All contestants must be eligible under the rules of the Washington Interscholastic Activities Association (WIAA) and the Issaquah School District to participate in an interscholastic contest.

Only student-athletes who are currently eligible to participate in a practice or contest may appear in their team uniform on the team bench, sideline, court, field or deck during the contest. A student-athlete must be currently eligible to participate in a contest in order to participate in the pre-event warm-up. (WIAA Section 18)

A student-athlete who represents a school in an interscholastic sport must be an amateur in that sport. An amateur student-athlete is one who engages in athletics for the physical, mental, social, and educational benefits derived there from, and to whom athletics is an avocation and not a source of financial reward. More specific information is available from the WIAA at:

[http://www.wiaa.com/ConDocs/Con1629/2016-17%20Handbook%20Final%20\(8-11\).pdf](http://www.wiaa.com/ConDocs/Con1629/2016-17%20Handbook%20Final%20(8-11).pdf)

Under WIAA Article 18.5.0 students are a regular member of a school if they are enrolled half time or more. Furthermore, under WIAA Article 18.7.1 Seniors who are on track to graduate may initially enroll in one less class than the minimum number of classes required for other students.

Running Start students and students who are home-based schooled are considered “regular members” of a school if they are living in that school’s attendance area and are subject to the same WIAA and Issaquah School District eligibility standards, rules and regulations as other student-athletes. “Running Start” students, who participate in club sport programs at the post-secondary institution they attend, forfeit their interscholastic eligibility for the corresponding WIAA sanctioned sport. Additional information can be found at [http://www.wiaa.com/ConDocs/Con1629/2016-17%20Handbook%20Final%20\(8-11\).pdf](http://www.wiaa.com/ConDocs/Con1629/2016-17%20Handbook%20Final%20(8-11).pdf)

Students attending private schools may participate with Issaquah School District teams provided they comply with Issaquah School District and WIAA regulations. A full-time student in a private school or a certified educational clinic student may participate on the interscholastic teams of his/her resident public school **if** the student resides within the service area of that public school and **if** the interscholastic activity is unavailable to the student in the private school. Students in a private school must meet the same team responsibilities as public school team members and are obligated by the same standards of behavior and performance as other members of the team. Students attending Tiger Mountain Community High School may be eligible to participate at their attendance area schools.

The use of student-athletes who are ineligible according to either WIAA or Issaquah School District rules may result in the forfeiture of contests in which the participant took part, except in situations in which it has been determined that the participant/parent/guardian provided the school with false information which caused the school to declare the student eligible (*e.g.*, false address). In such case, the participant will be declared ineligible for varsity level interscholastic competition for a period of one calendar year from the date of the decision and official notification.

**RESIDENCY REQUIREMENT** – In order to be eligible to participate and/or represent a member school in an interscholastic contest, the student of that school must be residing within the boundaries of that school district and designated attendance area of the high school.

**TRANSFERS** – After registering with and/or attending a middle level or high school, students changing enrollment to/from one school district to another school district **or from one high school to another high school within a multiple high school district** shall be considered transferring students. In order to be eligible for varsity competition, transferring students must meet the normal residency requirements or transferring student requirements. (WIAA Section 18)

**ACADEMIC ELIGIBILITY** – To be academically eligible to participate in the athletic program a student-athlete must:

- Be passing all classes
- Have a current GPA of at least 2.0\*

\*Students involved in the activities of cheer, dance and drill may be required to have a higher GPA.

Academic eligibility will be determined at the beginning of each season by the student-athlete's academic performance in the previous grading period (most recent quarter, trimester or semester).

**Fall Season:** Second Semester grades from the previous school year; Third Trimester grades for incoming Freshmen

**Winter Season:** First Quarter grades

**Spring Season:** First Semester grades and mid-quarter grades

For athletic eligibility purposes only, unless otherwise stipulated, "NC" and "U" grades will be considered an "F" and computed as such in GPA computations. Students not meeting the required initial 2.00 GPA will be placed on academic probation through the first three competition weeks as determined by the Issaquah School District (**see exception below**).<sup>\*</sup> Students who meet the 2.00 GPA criteria but who do not pass all classes will be put on probation through the first two competition weeks (see exception below).<sup>\*</sup> During probation an athlete may practice with the team but not participate in contests. Jamborees are not considered contests; however, ineligible students may not participate in them. Students who are below a 2.0 or failing a course based on semester grades will serve the whole 2/3 week suspension. At all other grade checks students will be taken off Academic Probation once they have raised their GPA above a 2.0 or are no longer failing a course.

**\*Important – When academic eligibility is determined by the semester grades, a student who receives more than one (1) F is required to be on academic suspension (practice but no play) through the fourth Saturday in September (2<sup>nd</sup> semester grades of previous year) OR the first five (5) weeks of the succeeding semester.** [http://www.wiaa.com/ConDocs/Con1629/2016-17%20Handbook%20Final%20\(8-11\).pdf](http://www.wiaa.com/ConDocs/Con1629/2016-17%20Handbook%20Final%20(8-11).pdf) WIAA Handbook - 18.7.0 - Scholarship

At the end of the first probation period, grades in *all* classes will be checked. If the student-athlete is passing all classes at this time with a minimum 2.00 GPA, s/he will be released from probation. If grades are still deficient the student will be placed on a second two-week probation. If, at the end of the second consecutive probation period, a student is still deficient in requirements, s/he may be released from the team at the discretion of the coach in consultation with the school administrator/designee.

Ongoing academic eligibility checks for all student-athletes will occur regularly throughout the season. Specific dates for the upcoming year are posted on the school's website. Student-athletes and those in dance, drill and cheer who are not passing all classes or fall below the required 2.00 GPA during the season will be placed on academic probation for two (2) weeks of contests. Important: Students in online classes are subject to the same grading intervals as students in regular classes. Please make sure you are current/on pace with your online class.

**AGE LIMITS - SENIOR HIGH SCHOOL** – Students shall be under 20 years of age on September 1 for the fall sports season; on December 1 for the winter sports season; on March 1 for the spring sports season.

**REGULAR ATTENDANCE** – The student shall be enrolled and in regular attendance within the first fifteen (15) school days of a semester at the start of a current semester/trimester in order to participate in interscholastic contests during the current semester.

**PHYSICAL EXAMINATION** – Prior to the first practice for participation in interscholastic athletics in a high school, a student shall undergo a thorough medical examination and be approved for interscholastic athletic competition by a medical authority licensed to perform a physical examination/well-child check.

**All incoming freshman must receive a physical upon entering high school. This must be dated on or after June 1st to be eligible for their upcoming school year.** The school for which this student will compete must have on file the [Physical Examination Form](#) found at:

<https://www.issaquah.wednet.edu/docs/default-source/district/sports/hs-physical-form-17-18.pdf?sfvrsn=6> signed by a medical authority licensed to give a physical examination, certifying that the participant's physical condition is adequate for all activities in which the student wishes to participate. **This physical will be**

**valid for no more than thirteen (13) consecutive months; however, the physical must be valid through the end of the regular season and post season.**

Those licensed to perform physical examinations include MD, Doctor of Osteopathy (DO), Certified Registered Nurse (ARNP), Physician's Assistant (PA) and Naturopathic Physicians.

If a student sustains an injury deemed serious enough by school personnel to require medical care from a licensed healthcare provider, a student may not return to conditioning, practice sessions, or competition without a signed **RELEASE TO PLAY** from a licensed healthcare provider. Any student who is under a licensed healthcare provider's care for illness/injury may not return to conditioning, practice sessions, or competition without a signed **RELEASE TO PLAY** from a licensed healthcare provider. (Please note **all** concussion/head injuries require medical care from a licensed healthcare provider – see Concussion Information Form #8 and below.)

## **CONCUSSIONS:**

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can't see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

### **Symptoms may include one or more of the following:**

- Headaches
- “Pressure in head”
- Nausea or vomiting
- Neck pain
- Balance problems or dizziness
- Blurred, double, or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish or slowed down
- Feeling foggy or groggy
- Confusion
- Change in sleep patterns
- Amnesia
- “Don't feel right”
- Fatigue or low energy
- Sadness
- Nervousness or anxiety
- Irritability
- Drowsiness
- More emotional
- Concentration or memory problems  
(forgetting games/plays)

### **Signs observed by teammates, parents and coaches include:**

- Appears dazed
- Vacant facial expression
- Forgets plays
- Moves clumsily or displays incoordination
- Slurred speech
- Can't recall events **prior** to hit
- Seizures or convulsions
- Loses consciousness
- Confused about assignment
- Is unsure of game, score, or opponent
- Answers questions slowly
- Shows behavior or personality changes
- Can't recall events **after** hit
- Any change in typical behavior or personality

### **What can happen if my child keeps on playing with a concussion or returns too soon?**

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely



recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is the key to student-athlete's safety.

**If you think your child has suffered a concussion:**

Any athlete even suspected of sustaining a concussion or head injury shall be removed from play immediately. An athlete who has been removed from play may not return to play (practice, conditioning, competitions, etc.) until the athlete is evaluated by a licensed health care provider **trained** in the evaluation and management of concussion and receives written clearance to return to play from that health care provider.

**IMPORTANT: Parents must report if their student has suffered a concussion or serious injury outside of school.** Parents must report if their student-athlete has suffered a concussion.

More information can be found at:

<http://www.wiaa.com/subcontent.aspx?SecID=623#sthash.fL0wCl95.dpuf>.

<http://www.cdc.gov/headsup/youthsports/index.html>

**NON-SCHOOL PARTICIPATION** – During any sport season after joining a school squad, student-athlete may not participate on college and/or professional teams in that sport.

Student-athletes are not required to be provided special arrangements on a regular basis to enable them to participate in non-school athletic activities, such as reduced practice times, special workouts, late arrivals, or early dismissals. Any decision, on a one-time or recurring basis, is the sole discretion of the coach.

Students shall not compete in the official uniform of the school at non-school events.

**HARDSHIP CASES** – The WIAA District Eligibility Committee, the Executive Director, and the WIAA Executive Board are given the authority to make specific exceptions to those student eligibility regulations contained in Article 18 of the WIAA Handbook, provided such exceptions are based upon hardship conditions which are deemed to have contributed in a significant way to non-compliance with specific regulation(s) which may be appealed. Please contact the Athletic Director if you feel there is a hardship case.

Any waiver of student eligibility regulations shall be based upon extenuating circumstances, beyond the control of the student's, or where applicable, their parents' or legal guardian's control, which are deemed to have significantly influenced or contributed to the cause of the student's non-compliance with the eligibility regulation(s) involved. Students who receive eligibility waivers from WIAA will also be eligible under Issaquah School District Policy.

## ***Attendance Regulations***

Parents and student-athletes are expected to make a strong commitment to regular daily attendance in school, sports practices, and contests. Participation in the athletic program should enhance and not detract from the importance of the academic program and the educational requirements.

The student-athlete is expected to be in daily attendance in all of his/her scheduled classes on time and prepared to participate in the learning activities in a positive manner.

**IF A STUDENT-ATHLETE IS NOT IN ATTENDANCE IN ALL OF HIS/HER CLASSES, S/HE CAN NOT PARTICIPATE IN PRACTICE OR AN EVENT THAT AFTERNOON OR EVENING.**



The only exceptions to this rule are: school related and approved absences (field trips), medical, dental, family emergencies, or legal appointments when appropriate written verification of the appointment from the provider has been submitted to the attendance office upon their return. Any other emergencies or absences must be approved by the Athletic Director or School Administration on a case-by-case basis.

Regular attendance and participation by each student-athlete at practices and contests is essential to the success of the athlete and the team. Team morale is enhanced by each athlete's commitment to the program through attendance and the safety of skill progression is ensured.

It is the expectation that student-athletes will attend all practices and contests as defined/established by the coach. If attendance becomes an issue and impacts the team in any manner, a coach may impose discipline up to and including dismissal from the team.

## ***Conduct for Student-Athletes***

**The opportunity to participate in athletics, dance, drill, and cheer representing your school is a privilege. Due to the public nature of these high school programs, students who participate are expected to conduct themselves at all times in a manner that will reflect the high standards and ideals of the school, community and Issaquah School District.** Student-athletes who commit unlawful acts or engage in delinquent behavior may be subject to disciplinary action up to and including **athletic disqualification**. All Issaquah School District student-athletes are expected to adhere to all Issaquah School District policies as explained in each school's *Student Handbook* and the *District Athletic Handbook*. In addition to these general rules, coaches may establish other team expectations specific to their program.

The following rules apply to all student-athletes participating in interscholastic activities and specific extra-curricular activities. These rules will apply to all student-athletes, cheer, dance, and drill members, at all times throughout the school year, including in season, out of season, and between seasons. The school year is defined as beginning with fall tryouts through the last day of school and will include any school-sponsored summer activities or any private activity/camp that disrupts or impacts the school team or the school educational process.

1. Student-athletes are expected to demonstrate conduct on and off the campus consistent with District regulations, building rules, and team expectations in addition to adhering to school and community laws and show respect for others and their property.
2. Any student on suspension/expulsion from school will not be permitted to participate in or attend any athletic activities.
3. Students who voluntarily try out to be members of teams/squads and become student-athletes are expected to:
  - a. Be courteous to visiting teams, coaching staff, fans, and officials.
  - b. Respect the integrity and judgment of game officials and accept their decisions without demonstrative protest.
  - c. Play hard and to the best of their ability.
  - d. Be modest when successful and gracious in defeat.
  - e. Demonstrate loyalty to the school by maintaining a satisfactory scholastic standing and by participating in or supporting other school activities.
4. All students who participate in the athletic program of the Issaquah School District will comply with all rules and regulations as outlined in the school student handbooks, and Issaquah School District Regulations. All student athletes will submit to the reasonable discipline of the school authority or school designee.

5. Student-athletes engaging in, attempting or conspiring to engage in inappropriate conduct as listed below are subject to corrective action or sanctions as both students and student athletes. Such actions or sanctions include athletic and/or school discipline, athletic probation, athletic and/or school suspension, athletic disqualification and/or school expulsion. Examples include the following:

- disruptive conduct
- disobedience of reasonable instructions from school authorities
- refusal to identify oneself
- unauthorized absence from turnout or game
- cheating
- conviction of or admission to any criminal act as defined by law
- use, possession, and/or sale of substances capable of or intended, purported, or presumed to be capable of altering a student's mood, perception, behavior, performance or judgment, other than properly used, over-the-counter pain relievers and medications prescribed by a physician for an individual student and used at school in accordance with Policy 3416
- immoral conduct; vulgarity or profanity
- destruction or defacing property
- extortion
- harassment, intimidation or bullying, including hazing (includes racial/gender/age/sexual orientation or grade level) of another student or employee. This includes electronic, written, verbal, or physical acts. <http://www.issaquah.wednet.edu/family/bullying.aspx>
- assault on another student or employee
- possession or use of any dangerous weapons, substances, or objects
- violation of any rule listed in the school's student handbook or in the "Rules of Conduct" in Issaquah School District Regulation #3240.

**ALCOHOLIC BEVERAGES, DRUGS, AND CHEMICAL SUBSTANCES:** Any student-athlete attending and/or remaining at an event where it is reasonably known that consumption of any of the below mentioned substances by a minor(s) occurs will also be subject to these rules. It is the responsibility of the student-athlete to remove himself/herself **immediately**, beyond all reasonable doubt and proximity, from the situation. A student-athlete who makes a willful choice to remain at such an event is in violation of the following rule:

#### **Issaquah School District Regulation #3240**

A student-athlete shall not possess, use, sell, transmit, be under the influence of, or show evidence of having used any alcoholic beverage or other drugs or substances capable of or intended, purported, or presumed to be capable of altering a student's mood, perception, behavior or judgment, other than properly used, over-the-counter pain relievers and medications prescribed by a physician for an individual student and used at school in accordance with Regulation 3416. Nor shall the student possess, use, sell, or transmit paraphernalia associated with such drugs, alcohol, or chemical substances.

The following sanctions will apply to any student-athlete in violation of this Regulation. (If sale or distribution is involved please see additional information below on sanctions):

#### **First Violation of Alcohol, Drug and Chemical Substances:**

Any student-athlete/squad member in violation of the alcohol, drug and chemical substance rule shall be *immediately* ineligible and placed on **athletic suspension** from the interscholastic program **for no less than 60 days**. **Athletic suspension** shall continue into the next sport/activity season in which the participant wishes to participate. Time between WIAA defined sport seasons shall not be counted toward this 60 day period.

## **Reinstatement Opportunity for First Time Violation:**

### ***In-Season Athlete***

A student-athlete who seeks and/or receives help for his/her drug/alcohol problem shall be given the opportunity for assistance through a state certified and district approved public or private treatment agency. The student-athlete must follow through with all recommendations of the assessing agency. All costs for such participation shall be the sole responsibility of the student/family, and will not be covered by the school or school district. In no instance shall participation in the school approved assistance program excuse a student-athlete from subsequent compliance with this regulation.

Successful utilization of this opportunity and compliance with the athletic code by the student-athlete, may allow him/her to have eligibility re-instated in the athletic program after a **minimum** two week suspension from athletics/activities competitions. Prior to being reinstated, the school principal or designee must verify that the student is meeting all conditions imposed by the treatment agency and recommends that the school supports re-instatement of the student after serving their minimum two-week period of suspension from competitions. A student-athlete who is placed on **athletic suspension** may not practice, compete, sit on the bench or attend any other team events during the period of suspension.

### ***Out-of-Season Athlete***

A student-athlete who is **out-of-season** when the infraction occurs will be allowed the same reinstatement opportunity as the student who is in-season at the time of the infraction. The out-of-season student-athlete who seeks and/or receives help for the problem will be allowed to participate in turnouts (practices but no competitions) at the beginning of the season until s/he has met the minimum WIAA eligibility requirements for that specific sport. After that time, the student-athlete will be disqualified from the interscholastic program for the required minimum of two weeks of competition during which time s/he may not attend practices, compete, sit on the bench or attend any other team events. This exception to allow out-of-season student-athletes to participate in initial tryouts and qualifying practices at the beginning of a season confines disqualification to a minimum of two weeks (same as the in-season athlete) rather than two weeks of no practice, plus an additional time period of pre-season practices as required by WIAA.

## **Second Violation for Drug, Alcohol and Chemical Substances:** *In-Season and Out-of-Season*

A student-athlete who violates this policy for a second time during his/her high school career shall be placed on **athletic disqualification** for a period of no less than one (1) calendar year from the date of the second violation.

## **Third Violation for Drug, Alcohol and Chemical Substances:** *In-Season and Out-of-Season*

A student-athlete who violates this policy for a third time during his/her high school career shall be placed on permanent **athletic disqualification**.

## **Sale of Drugs, Alcohol and Chemical Substances:** *In-Season and Out-of-Season*

The penalty for the selling of alcoholic beverages, drugs or chemical substances by any student-athlete will result in an **enhanced penalty**, e.g. a first time infraction involving such conduct will result in the student's **athletic disqualification** for a period of no less than one (1) calendar year from the date of the violation, a second-time infraction involving this conduct during his/her high school career will result in permanent **athletic disqualification**.

**TOBACCO PRODUCTS-** Tobacco products include but are not limited to cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine, nicotine delivering devices, chemicals or devices that produce the same flavor or physical effect of nicotine substances; and any other tobacco innovation per ISD Regulation 4215. The following sanctions will apply to any student-athlete in violation of this policy:

**First Violation:**

The possession and/or use of tobacco products as defined above will result in the student being placed on **athletic suspension** for a period of no less than one (1) week. The student-athlete's attendance at a tobacco cessation class will be a mandatory condition of the student-athlete's return.

**Second Violation:**

The student-athlete shall be placed on **athletic suspension** for a period of no less than ten (10) weeks. If less than ten weeks remain in the current season, the **athletic suspension** will carry over to the next competitive season in which s/he competes.

Before a student-athlete can again represent the Issaquah School District in athletics, s/he must successfully complete a mutually agreed upon nicotine treatment program.

**Third Violation:**

A student-athlete who violates this rule for a third time shall be placed on permanent **athletic disqualification**.

## *Discipline Procedures and Due Process for Athletic Discipline*

### **Definitions for Athletic Discipline**

**Athletic Discipline:** Athletic discipline will mean all forms of corrective action or sanction other than athletic probation, athletic suspension or athletic disqualification and may include the exclusion of a student athlete from an activity by a coach for a given period of time.

**Athletic Probation (Non-Academic):** Athletic probation is a period during which a student athlete remains a part of the team/squad while s/he is given an opportunity to correct the deficiencies in a time prescribed by the head coach/athletic director. During athletic probation, student-athletes will continue to participate in turnouts (practices) but will not participate in competitions.

**Athletic Suspension:** Athletic suspension is a period during which a student-athlete is removed entirely from all team/squad activities for a specified number of days. The duration may be extended beyond the current season. A student who is suspended may not practice, compete, sit on the bench or attend any other team events during the period of suspension.

**Athletic Disqualification:** Athletic disqualification is the complete removal of the student from the athletic, cheer, dance, and drill programs.

#### **1. Athletic Discipline and Athletic Probation:**

When **athletic discipline** is imposed, the coach/advisor will:

- Meet with the student-athlete to discuss the reason(s) for **athletic discipline**.
- Document the athletic discipline if it may lead to **athletic probation** or more severe sanctions.

When **athletic probation** is imposed, the coach/advisor will:

- Meet with the Athletic Director to review the reason(s) for **athletic probation** and secure approval.
- Inform the student-athlete of the deficiencies, how the student-athlete is to correct them and the number of days of athletic probation/discipline, and, follow up with notification to the parent/guardian.

Upon completion of the probationary period, and if the deficiency is corrected, the student-athlete is removed from athletic probation; if the deficiency is not corrected, the athletic probationary period is extended or the student-athlete is recommended for **athletic suspension** and/or **athletic disqualification**.

## 2. Athletic Suspension/Athletic Disqualification:

Prior to **athletic suspension/athletic disqualification** of any student-athlete, a conference will be conducted with the student-athlete as follows:

- The Principal/Designee will present to the student-athlete an oral and/or written notice of alleged misconduct and violation(s) of school district rules; the evidence of school district rules; the evidence in support of the allegations; and the corrective action or sanction to be recommended.
- The student-athlete will be provided the opportunity to present an explanation.

When **athletic suspension/athletic disqualification** has been imposed, the student-athlete will be notified verbally of the action taken. Promptly thereafter, written notice will be sent by mail to the student-athlete and his/her parent/guardian containing the following information:

- The action taken
- The reason for disciplinary action, and,
- The right to an informal conference with the building principal to review the **athletic suspension/athletic disqualification**

A copy of the **athletic suspension/athletic disqualification** notice will be sent to the Executive Director of High Schools.

## 3. Grievance Procedure:

- Any student-athlete, parent or guardian who is aggrieved by any athletic discipline, probation, or disqualification has the right to an informal conference with the Principal, or his/her designee for the purpose of resolving the grievance.
- At the informal conference, the student-athlete, parent/guardian will be subject to questioning by the Principal or his/her designee and will be entitled to question school personnel involved in the matter being grieved.
- Subsequent to the building level grievance meeting, the student-athlete or parent/guardian, upon **two** school business days' prior notice, shall have the right to present a written and/or oral grievance to the Superintendent of the District or his/her designee.
- If the grievance is not resolved, the student-athlete, parent, or guardian, upon **two** (2) school business days' prior notice, shall have the right to present a written and/or oral grievance to the Board of Directors **during the Board's next regular meeting**. The Board of Directors will notify the student-athlete and the student-athlete's parent/guardian in writing of its decision within ten (10) school business days following the meeting.

The **athletic discipline, probation, suspension or disqualification** will continue notwithstanding the implementation of the grievance procedure.

## ***Prohibition of Hazing and Bullying***

The Issaquah School District prohibits initiation activities and behaviors required for acceptance by the Team, or expected to obtain peer acceptance, involving any student athlete, whether or not it takes place in any school facility, on school property, or at any District-sponsored event.

Hazing is a form of Harassment, Intimidation and Bullying (HIB state Regulation #3207), and is defined as any act or coercing of another, including the victim, to perform any act of initiation into any team or group or organization that causes, or creates a risk of causing, mental, emotional or physical harm. Permission, consent, or assumption of risk by an individual subject to hazing shall not lessen the activities prohibited.

Student-athletes found in violation of District Harassment, Intimidation and Bullying (including hazing) regulations will be found ineligible from all athletic participation for a minimum period of one calendar year from the date of notification.

## ***WIAA Out-Of-Season Regulations***

Out-of-season for all high school sports shall be from August 1<sup>st</sup> until the first day of the specific sport turnouts and from the final day of the state tournament for that sport until the conclusion of the final spring sport state tournament.

- School sponsorship or promotion of practice and/or participation in a given sport contest must be restricted to the WIAA designated season for that sport.
- A coach may have one meeting with the squad prior to the opening day of practice to issue equipment and explain to the participants such issues as insurance, physical examinations, season's plans, training regulations and any other pertinent information deemed necessary by the coach. This restriction does not apply to fundraising activities. Fundraising activities are subject to the approval and rules of the participating school districts and/or Association Student Body governments.
- A school coach may not sponsor, coach or direct activities which resemble out-of-season practices or contests in the sport they coach to any of their team/squad members or future team/squad members (feeder schools) until after the final spring WIAA tournament is completed.
- A member school may organize and supervise a year-around conditioning program to include weight training, running and exercising provided it is open to all students and does not include instruction in specific sport skills. (see open gym guidelines below)

As a condition of WIAA membership, the school must comply with these rules and may not waive them.

## ***General Sports Rules***

**PRACTICE REGULATIONS** - School sponsorship or promotion of practice and/or participation in a given sport contest must be restricted to the WIAA designated season for that sport. Several practice regulations that apply to all sports during the school year are as follows:

- Practice shall be limited to each sports season as defined under each sport. Practices in one sport cannot be transferred toward the number of practices required in another sport.
- A coach of a school team (contracted or volunteer) may conduct practice only during the WIAA sport season or during the summer.
- For the purpose of meeting the pre-contest practice requirements, practice is defined as a regularly scheduled team physical activity designed for the preparation of athletes for the ensuing sports season and must be conducted under the supervision of the school coach. Participation in physical education classes does not constitute a practice. A practice is further defined as any attempt by the coach of a school team (contracted or volunteer) to teach any phase of a game or activity to their squad or have their squad or part of their squad engage in drills under the supervision of that coach, or from



directions provided by that coach.

- One day is equal to one practice for purposes of meeting the minimum practice requirements.
- Practice days are considered to be Monday through Friday with Saturday being an allowable practice day.
- **No voluntary or mandatory practices, meetings or open gym(s) are to be scheduled on Sunday.**
- Practice on a game day shall not count as a required practice.

**SPECIALIZED SPORT CAMPS** - Participants in a school-sponsored sport may not attend camps or clinics in that sport after July 31<sup>st</sup> if the participant's coach is a clinician/organizer of the camp or clinic. (See WIAA Section 17)

**OPEN GYM** - Schools may conduct open athletic facilities (gym, pools, field, and track) in the off-season if the following conditions are met (WIAA Section 17):

- The program is part of the School District organized recreational or activity program.
- Activities are open and advertised to all members of the student body.
- Only members of the student body may participate (no neighboring schools or feeder school students).
- Students have a choice of activities.
- No coaching or drilling of the athletes attending in specific sport skills occurs.
- Supervision can be by any individual approved by the School District.
- Participation in open gym cannot be a requirement or condition of participation on a school team.
- All participants must fill out the appropriate release form prior to participating. (see athletic office)

**SUMMER ACTIVITIES**- Summer is defined as the first day following the WIAA spring tournaments until July 31<sup>st</sup>.

- For non-district, summer activities, the use of school equipment is not permitted. An exception has been made for football helmets and pads (See Equipment).
- Posting of information about summer athletic participation opportunities in the athletic administrators' office is permitted during the WIAA-defined school year.
- Coaches may conduct non-district activities during the summer on their own, as individuals required to adhere to the District Facility Use Regulation.
- Coaches may serve as volunteers and/or agents of Booster Clubs or other third parties consistent with WIAA rules.

A student-athlete's participation in any District-sponsored camp, clinic or other similar program in any sport shall not begin until the conclusion of the final WIAA State Tournament of the school year. Participation in these camps and/or clinics is not required by the School District.

It is the philosophy of the Issaquah School District that students may be afforded the opportunity to participate in activities offered during the summer if they so choose. Student-athletes should also be provided with an opportunity to participate with their families during the summer or simply take a break from sports prior to the start of fall sports turnouts. Although some summer athletic activities are not under the jurisdiction of the Issaquah School District, any incident that may adversely impact the team or school will be investigated by the District and consequences may be given to any student(s) involved.

## ***Equipment***

School equipment checked out by the student-athlete is the student's responsibility. The student-athlete is expected to keep and return it clean and in good condition. Student-athletes will be responsible for lost school equipment assigned to them. Coaches are not permitted to issue equipment to student-athletes outside of the school year sports season. An exception is made for football helmets and pads only. Helmets and pads must be



checked out to the student-athlete by the coach and returned to the coach at the end of the camp. It is expected that it will be reissued to the same student for the upcoming season.

### ***Standards for Letter Awards***

In all cases, the judgment of the head coach will be the deciding factor in determining who will become “candidate eligible” to be awarded a letter, however, basic guidelines or general standards include:

1. Participate in one-fourth the number of total quarters or the equivalent for your sport.
2. Complete the season unless injured or excused by coach for special reasons.
3. Follow the Athletic Code.
4. Demonstrate regular attendance at turnouts.
5. Be a student in good standing.
6. Turn in all equipment and/or pay all fines and obligations.

### ***NCAA Collegiate Athletic & Scholarship Eligibility***

Students desiring to practice and compete during their freshman year at a NCAA Division I or Division II college must satisfy the requirements of the NCAA. Students wishing to receive financial aid from a Division I or II college must also satisfy the requirements of the NCAA.

A student’s eligibility for practice, competition, and financial aid in their freshman year at a Division I or II college must be certified by the NCAA Eligibility Center. It is important to see a school counselor as soon as possible to allow time for processing the required information. For specific information please check the NCAA Eligibility Center website at [www.eligibilitycenter.org](http://www.eligibilitycenter.org).

### ***Physical Education Waiver***

The Issaquah School District has developed guidelines and procedures pursuant to RCW 28A.230.050 that allow a student to receive a waiver for a portion of their Physical Education requirement for school-directed athletics. Students who request a waiver must fill out the appropriate waiver form which is available in the school’s athletic or counseling office prior to the beginning of the season. Requests for a physical education waiver received after the completion of the season will not be accepted. **Successful completion of a season means a student has participated in practices and contests on a consistent basis, fulfilled all requirements as outlined by the coach, and finished the season in good standing.** See Issaquah School District Procedures 2410P - High School Graduation Requirements for more details.

### ***Religious Holidays***

The Issaquah School District will make every effort to not schedule sporting events on religious holidays which might prevent student-athletes from participating due to their sincerely held religious beliefs. Individual student-athletes who miss practices or competitions will not be penalized due to their participating in their sincerely held religious beliefs.

### ***Spectator Guidelines***

The WIAA spectator guidelines are published in the hope that high school athletics will be kept in the proper spirit of competition. It is in the best interest of the student-athlete for all fans to abide by these guidelines. Your cooperation is appreciated.

1. Remember that the game is for the student-athletes. They are here because they want to play, compete and enjoy the experience. Your sportsmanship will enhance this educational experience.
2. Refrain from distracting the student-athletes during play.
3. Recognize and appreciate skill in performance regardless of affiliation. Applause for an opponent’s good performance is a demonstration of generosity and good will.

4. Treat the officials with respect before, during and after the contest. We cannot play the game without officials, as they are an integral part of the game, and they should be recognized as impartial arbitrators.
5. Display good conduct. Even though you paid for your admittance, the management has the authority to remove any spectator who does not conduct himself/herself respectfully. Abusive or inappropriate language is prohibited.
6. Recognize the fact that, as a spectator, you represent the school and the student-athlete you are identified with.
7. Respect, cooperate and respond enthusiastically to cheerleaders.
8. **Spectators are to remain off the playing surface AT ALL TIMES.**

### ***Travel Rules for Athletes***

1. All student-athletes must travel to and from athletic events/contests in District provided transportation when it is provided. A student-athlete may travel with his/her own parent if the parent arranges with the coach, to transport his/her athlete in their own vehicle, having completed the required forms. A student-athlete may travel in a private vehicle with another parent, if the student's parent sends a written request to the coach prior to departure and the Athletic Director gives approval to the coach in charge as arranged by District Policy and having the required forms signed by the student and parent. (Form 2320 F3)
2. The District will not be providing transportation to and from certain, selected events/contests that take place within the Issaquah School District or within reasonable proximity to the school. A list of events/contests that do not have district provided transportation will be provided at the beginning of each sports season. If the District is not providing transportation to and from the event/contest, - transportation is the sole responsibility of the parent/guardian.
3. Student-athletes will remain with their squad and under the supervision of their coach when attending any events/contests.
4. Misconduct of any sort while traveling to and from and while at the location of an away event/contest will be dealt with according to "Conduct for Athletes" and Issaquah School District Regulation 3240.
5. Any travel by the team that takes them a distance greater than 150 miles from school or includes an overnight stay is an Overnight/Extended Field Trip and subject to the guidelines set forth in Regulation 2320 – Field Trips, Excursions, and Outdoor Education.

**Visiting athletes are representatives of the school and should conduct themselves in an exemplary manner.**

### ***Weather Closure Guidelines***

If school is canceled or dismissed early due to inclement weather, ALL extra-curricular activities including practices will be canceled and rescheduled (as permitted). The following guidelines have been developed by the school districts in the Puget Sound area:

- If a district is closed due to weather-related problems, no practices or competitions will be permitted in that district during the time schools are closed for the emergency. This prohibition would extend through a weekend should school be closed on a Friday unless otherwise ruled by the Superintendent or his/her designee.
- In the event of closures during conference tournaments, the superintendent or his/her designee will decide the participation based upon the weather conditions anticipated at the time of the event (competitions only).

It is the intention of these guidelines to ensure personal safety of all individuals involved in the sports programs. Consistent application of these procedures in all districts allows all teams to compete on an even basis. Weather closures and game/practice cancellations will be recorded on each school's phone recording.

## ***Sudden Cardiac Arrest – Information***

### **What is sudden cardiac arrest?**

Sudden Cardiac Arrest (SCA) is the sudden onset of an abnormal and lethal heart rhythm, causing the heart to stop beating and the individual to collapse. SCA is the leading cause of death in the U.S. afflicting over 300,000 individuals per year.

**SCA is also the leading cause of sudden death in young athletes during sports**

### **What causes sudden cardiac arrest?**

SCA in young athletes is usually caused by a structural or electrical disorder of the heart. Many of these conditions are inherited (genetic) and can develop as an adolescent or young adult. SCA is more likely during exercise or physical activity, placing student-athletes with undiagnosed heart conditions at greater risk. SCA also can occur from a direct blow to the chest by a firm projectile (baseball softball, lacrosse ball, or hockey puck) or by chest contact from another player (called “*commotio cordis*”).

While a heart condition may have no warning signs, some young athletes may have symptoms but neglect to tell an adult. If any of the following symptoms are present, a cardiac evaluation by a physician is recommended:

- Passing out during exercise
- Chest pain with exercise
- Excessive shortness of breath with exercise
- Palpitations (heart racing for no reason)
- Unexplained seizures
- A family member with early onset heart disease or sudden death from a heart condition before the age of 40

### **How to present and treat sudden cardiac arrest?**

Some heart conditions at risk for SCA can be detected by a thorough heart screening evaluation. However, all schools and teams should be prepared to respond to a cardiac emergency. Young athletes who suffer SCA are collapsed and unresponsive and may appear to have brief seizure-like activity or abnormal breathing (gaspings). SCA can be effectively treated by immediate recognition, prompt CPR, and quick access to a defibrillator (AED). AEDs are safe, portable devices that read and analyze the heart rhythm and provide an electric shock (if necessary) to restore a normal heart rhythm.

**Remember, to save a life: recognize SCA, call 9-1-1, begin CPR, and use an AED as soon as possible!**

### **Cardiac 3-Minute Drill:**

1. **RECOGNIZE Sudden Cardiac Arrest:** collapsed and unresponsive, abnormal breathing, seizure-like
2. **CALL 9-1-1:** Call for help and for an AED
3. **CPR:** Begin chest compressions, Push hard/push fast (100 per minutes)
4. **AED:** Use AED as soon as possible
5. **CONTINUE CARE:** continue CPR and AED until EMS arrives

# Student-Athlete/Parent Sign-off Sheet

The Issaquah School District demands a very high standard of acceptable student athlete behavior. By participating in the interscholastic athletic, cheer, dance and/or drill programs, your son/daughter will be subject to the Athletic Code of Conduct during the school year, including in-season, out of season, and between seasons. The school year is defined as beginning with fall tryouts to the last day of school and will include any school-sponsored summer activities. Please take the time to read and understand these sections, especially the consequences for being academically ineligible (includes being current/on pace in all online courses being taken) and the consequences for the use, transmission, possession of, and proximity to, alcoholic beverages, drugs, chemical substances, and/or tobacco.

You should also be aware that coaches are responsible for determining which athletes are to play in a contest; it is an interscholastic program and there is no guarantee that an athlete will play in a particular contest. Parents who have complaints about a coach or program are to follow Issaquah School District procedures outlined in School District Regulation 4220 (Complaints Concerning Staff or Programs).

We hope you and your student have an enjoyable and rewarding experience in Issaquah School District athletics, cheer, dance and drill.

Andrea McCormick, Principal  
Issaquah High School

Sean Martin, Principal  
Liberty High School

Donna Hood, Principal  
Skyline High School

**I have read the 2017-2018 Student Athletic Handbook and am aware of the expectations of being a student-athlete, cheer, dance or drill member representing the Issaquah School District during my high school career.**

Student's Full Name: \_\_\_\_\_  
(Please print)

School: \_\_\_\_\_ Sport: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

**FORM #6**

**NO PHOTO COPY OR FAX ACCEPTED – ONLY SIGNED ORIGINAL (COMPLETED IN INK – NO PENCIL)**