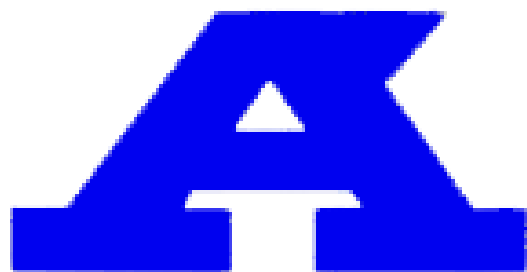


# Auburndale Athletic Handbook



## INTRODUCTION

Athletics provide opportunities that assist students in the development of their mental, physical, social, and emotional well-being. Winning is not the final measurement of success in athletics. The district strives for quality in preparation, in sportsmanship, and in the efforts of its participants.

## PHILOSOPHY

1. Athletics shall be a part of the overall educational program and provide educational experiences not otherwise provided in the curriculum.
2. Athletic opportunities shall be available to all students and benefit the students who participate in them.
3. Athletic participants shall be provided maximum participation opportunities at the entry levels of competition.
4. Athletic opportunities shall provide for the development of attitudes, cooperation, and responsible individual/team play.
5. Athletics shall provide opportunities to observe, develop, and exemplify good sportsmanship.
6. Athletics shall develop an awareness and realization in students that participation is a privilege with accompanying responsibilities.

## SPORTS OFFERED

### SIXTH GRADE

Cross Country, Wrestling, Softball, Track & Field

### JUNIOR HIGH

Cross Country, Football, Volleyball, Basketball, Wrestling, Baseball, Softball, Track & Field

### HIGH SCHOOL

Cross Country, Football, Volleyball, Basketball, Wrestling, Baseball, Softball, Track & Field

## APPLICATION

The expectations outlined in this handbook are in effect from the moment a student first enters Auburndale Middle School until he/she graduates from Auburndale High School. These expectations must be maintained year-round, in and out of season, as well as on and off the fields of competition. This applies to all students participating in athletics.

## RULES OF ELIGIBILITY

Participation in any Auburndale School District co-curricular program is a privilege, not a right. Students participating must abide by specific rules of eligibility. These rules of eligibility are established by sanctioned governing bodies (examples include the Wisconsin Interscholastic Athletic Association, further referenced here as WIAA) and are supplemented by locally developed Auburndale School District rules. All students and parents and/or guardians are required to electronically sign the co-curricular code agreement prior to competing in any Auburndale School District co-curricular program.

The Auburndale School District Athletics Department retains jurisdiction over all students with regard to the enforcement of the rules set forth in this handbook. At any time subsequent to the student's first day of participation in any Auburndale School District co-curricular program as a student, these rules remain in full force and effect.

## WISCONSIN INTERSCHOLASTIC ATHLETIC ASSOCIATION RULES OF ELIGIBILITY FOR ATHLETES

The WIAA is a voluntary, incorporated and non-profit organization located in Stevens Point, Wisconsin. All public high schools in the State of Wisconsin with interscholastic athletic programs are members. The Auburndale School District adopts all WIAA rules of eligibility and incorporates them by reference into this handbook. All of the WIAA high school rules and regulations can be found on-line at:

[www.wiaawi.org](http://www.wiaawi.org)

- 1) Click on the publications link
- 2) Select senior high handbook

### RULES FOR ATHLETES

1. Procedure for joining any of the Auburndale School District athletic teams requires the completion of the online Athletic Registration, which includes but not limited to:
  - a. Upload permit card and/or physical permit card (an athlete must have a physical by a licensed physician every other year)
  - b. Agreement of parents and athlete form and insurance waiver form.
  - c. Acknowledgment of WIAA Rules of Eligibility
  - d. Athletic emergency form
  - e. Concussion Agreement Form.
  - f. Payment of Athletic Fee. A \$20 sports fee is required for each sport season with a \$60 family limit per school year.

\*All fee payments are made at the high school office. We are strongly encouraging payment to be made as soon as possible. Receipts will be issued for each payment received. All fees must be paid before the first practice. After the first athletic competition in each sport, no refunds will be issued including cases such as injury, academic ineligibility, athletes deciding to quit, etc.

### TEAM RULES

Coaches may provide additional rules. If applicable, these must be signed and turned into the coach.

### RULES FOR ACADEMIC ELIGIBILITY

In addition to the Rules of Eligibility as published by the WIAA, the School District of Auburndale has developed rules that supplement those of the WIAA.

They consist of the following:

1. Eligibility for any nine week period shall be determined by a student's quarter ending grades from the most recent grade-reporting period or the past quarter grades at year's end. The following are the criteria that determine the academic eligibility of students at the high school and middle school level:
  - a. A student must meet school and DPI requirements defining a full-time student and have received no failing grades (including incompletes) in the most recent grade-reporting period.
  - b. A student regains eligibility immediately if incompletes are made up within two weeks after a grade-reporting period.

- c. A student may erase ineligibility status related to the last grade-reporting period of the school year through summer school courses (including correspondence courses) at the same or other school provided the student successfully completes not less than the same number of courses which caused ineligibility.
  - d. The end of quarter grades rendering a student-athlete ineligible will result in a suspension from competition for 15 school days/nights.
2. The ineligibility status for student in fall WIAA offered sports in which the date of the earliest allowed competition is before the first day students are in class:

Students with more than one failing grade in fall WIAA Sports: The minimum ineligibility period shall be the lesser of (1) 21 consecutive calendar days beginning with the date of the earliest allowed competition in a sport or (2) one-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction). Once classes start students will be required to follow the weekly academic eligibility grade check process.

Students with one failing grade in fall WIAA Sports: The minimum ineligibility period shall be 21 consecutive calendar days beginning with the date of the earliest practice allowed. Once classes start, students will be required to follow the academic eligibility process.

3. The first day of ineligibility is the first day of school following the previous grading period. If a student-athlete competes in a sporting event before the grade reports are submitted to the athletic director, the first day of ineligibility is the first day following the day of competition.
4. A student-athlete placed on academic probation must complete the Academic Eligibility Progress Report indicating they are passing all classes. This form is available at the Athletic Director's office and must be turned into the Athletic Director upon completion. Reinstatement will not occur until the Academic Eligibility Progress Report is completed and turned in.

Grade Check Requirements: At the 5-week mark of each quarter, there will be a grade check for each student-athlete. If the student is not passing every class and has a quarter GPA below 1.5, he/she will be required to attend After-School Resource until all grades are passing. After-School Resource is a 40-minute resource study hall that will be held from 3:20 pm - 4:00 pm Monday through Friday with a certified teacher. After-School Resource will begin on the first day of practice immediately following the 5-week grade check. If the student-athlete does not attend these study sessions, he/she will not be eligible to practice or compete within their sport.

## ATTENDANCE

A student must be present at all classes on the day of a practice or competition to be eligible to participate. Only permission from school administration will permit a student to compete after missing classes. Such examples of excused reasons would be attendance at a funeral, a doctor, dentist, or other medical health care provider appointment, an absence that is related to a classroom grade (e.g. field trip), or the like. Students may not participate in any competition or practice if they are out ill for any or all of the school day without permission from school administration. All excuses are cleared through the high school office.

1. Student-athletes must attend seven practices before becoming eligible to compete.

2. Student-athletes are expected to continue to practice with the team during their academic probation.

## PERSONAL CONDUCT

**Participation on an athletic team is a privilege, not a right.** All athletes are expected to conduct themselves in an ethical and honorable manner that brings pride to the School District of Auburndale. Any conduct contrary to the ideals, principles, and policies of the district, the WIAA, or in violation of the student handbook, including, but not limited to, criminal behavior, is prohibited. Any student-athlete whose conduct is judged to reflect a discredit upon themselves, the team, or the district will be subject to disciplinary action as determined by the coach, Athletic Director, and/or Principal.

**NOTE:** Parents/guardians should note that each head coach can establish policies related to that sports program. It shall be the coach's prerogative to suspend any student from a team whom they consider a demoralizing influence or a detriment to that program.

1. Conduct Unbecoming of an Athlete: This includes any of the aforementioned types of activity and also includes any conduct that diminishes a student's character or reflects poorly on the School District of Auburndale. This conduct may be illegal, but not cited, injurious to others or their property, hurtful to others, or setting a poor example for younger student-athletes. This also includes:
  - a. Out of School Suspension
  - b. Flagrant misbehavior in class
  - c. Disrespectful attitude towards school personnel
  - d. Violation of team rules.
  - e. Other conduct which adversely affects and relates to the management of the school
  - f. Unsportsmanlike Conduct - Any abusive, threatening or obscene language or gestures, or acts that provoke ill will or are demeaning to an opponent, to game officials, or to the image of the game. This includes physical acts during the course of play that are intended to cause injury.
  - g. Harassment/Hazing - Hazing is defined as any activity that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation, membership, or affiliations with any athletic team. Any hazing activity, whether by an individual or by a group, shall be presumed to be forced activity even if a student-athlete appears to be a willing participant. The Auburndale School District does not condone any form of initiation or harassment, known as hazing, as part of any school sponsored activity. No student-athlete, coach volunteer, or district employee shall plan, direct, encourage, assist, or engage in any hazing activity.
  - h. In the Presence Of - Athletes are not allowed to be in the presence of tobacco, vapor pens/E-cigarettes, alcohol, or other drugs where those substances are being dispensed illegally. A student who is in the presence of tobacco, vapor pens/E-cigarettes, alcohol, or other drugs that are being illegally dispensed, must leave as soon as they can make arrangements to do so and notify the Athletic Director by the end of the next school day. This will significantly reduce the possibility of the student being found guilty of the use of illegal substances. Students must notify the Athletic Director or Principal within 72 hours if incidents happen over the summer.

- i. Criminal Behavior - Acts that result in or could have resulted in the student-athlete being arrested by law enforcement will not be condoned. It should be understood that there is no obligation on the part of administration to wait for the judicial process to run its course in making a decision. Therefore, even while misdemeanor charges are pending and adjudicated, the student-athlete may be suspended and participation denied.

Consequences for Conduct Unbecoming of an Athlete: The disposition of each case will be based on each incident's individual set of circumstances. The Athletic Director will determine minimum penalties for any unacceptable conduct contrary to the ideals, principles, and standards of the school district and the WIAA

**Minimum Action** - Conference with athlete and parent(s)/guardian(s) contacted.

**Maximum Action** - Suspension from athletic competition for a period of one year.

2. Use/Possession of Illegal Substances: Use and/or possession of tobacco, vapor pens/E-cigarettes, alcohol, or other drugs is not allowed. This also includes performance enhancing substances (i.e. anabolic steroids, stimulants, hormones, etc.)

Consequences for Use/Possession of Illegal Substances: Any student who voluntarily turns themselves in for a first violation of this code shall have the penalty reduced by one contest of the original amount specified in the code.

**First Violation** - Suspension from athletic competition for a period of 1/3 of the season.

This suspension may be reduced to 1/9 of the season if the student completes the designated counseling program through the school counselor.

**Second Violation** - Suspension from athletic competition for a period of one athletic season. This suspension may be reduced to 1/3 of the season. The student must complete an established drug or alcohol treatment program. This must be arranged and paid for by the student. The student must present proof of enrollment to the athletic director before they are able to participate in competitions. Proof of completion must be presented to the athletic director before the student is able to participate in the next athletic season -- this may vary depending on the length of the program the student is enrolled in.

**Third Violation** - Suspension from athletics for an entire calendar year.

**Fourth Violation** - Loss of athletic eligibility for the remainder of the student's high school career.

3. Cyber Image Guidelines: Any identifiable image, photo, or video that implies a student-athlete has been in the possession or presence of alcohol or drugs, or portrays actual use or out of character behavior or crime, shall be considered confirmation of a violation of the code of conduct. Since there is no way to establish a timeframe of where or when an image was taken, it shall be a responsibility that the student-athlete must assume. It should be understood that persons may attempt to implicate a student-athlete by taking or manipulating such images in order to place the student-athlete in a situation where he or she might be in violation of the code of conduct. This is another rationale for demanding that student-athletes not place themselves in the presence of illegal alcohol or drug use.

## INVESTIGATION PROCEDURES

Any individual may choose to report a violation of the code of conduct verbally or in writing to the Principal or Athletic Director; or a Coach, Teacher or Counselor.

Once an alleged violation has been reported to the Athletic Director, an investigation to determine the nature of the allegations shall begin immediately.

1. The athletic director will interview the student-athlete as to the reason(s) for suspected code of conduct violation(s) in an effort to confirm or refute the allegation.
2. The building principal will be notified of the allegation and the status of the investigation. The principal will be kept aware of the progress of the investigation.
3. After this initial review, parental notification will be made by the athletic director regarding the alleged violation, the outcome of the initial review, and next steps.
4. In the event the initial interview does not bring resolution to the investigation, the athletic director will further investigate through interviews with those who may be aware of the violation(s), and/or those who may be involved with such violation(s).
5. If there is reasonable evidence of a suspected alcohol or drug violation, a student-athlete may be asked to take a timely alcohol or drug test to confirm his or her recent alcohol or drug status. Furthermore, the student-athlete may be required to submit to more frequent testing during his or her season.
6. Failure to provide the results of such a test or to submit to the test will be considered, as far as remedies and consequences are concerned, confirmation of a violation.
7. The approved and appropriate remedies and consequences for the type of violation will be applied and enforced.

In the event a confirmation is made, it is the responsibility of the athletic director to determine consequences in a manner that is consistent with those described in the code of conduct. While there is an expectation of consistent application of the consequences, it should be understood that no two incidents are exactly the same and consequences may differ based on the circumstances involved.

The primary goal of disciplinary consequences is: first, to put ownership of the violation(s) with the student-athlete; second, to offer a process for change; third, to involve the student-athlete's parent(s)/guardian(s) in the process of education, correction, and restoration; and fourth, to give the student-athlete every possible opportunity to rectify such behaviors.

## COOPERATION

It is important for all student-athletes to understand that involvement in the School District of Auburndale athletic program is a privilege. With the responsibility of being a student-athlete comes a commitment to the conditions of this code of conduct. In the event that a student-athlete comes under investigation for a possible violation of the expectations outlined in this code, it is expected that the student-athlete (1) be truthful, (2) be forthcoming with information, (3) not be deceptive and (4) be cooperative.

Education is a major component of the Auburndale School District athletic program. A key to character growth is not whether or not you made a mistake, but whether you admit to and learn from that mistake. So, to encourage honesty and cooperation, the athletic director has the authority to reduce the penalties for any student-athlete who admits to a violation of the athletic code prior to the athletic director finding

out a violation has occurred or when initially confronted by the athletic director. No reductions are available for second through fourth offenses for use/possession of illegal substances.

Though it is expected, it is understood that a student-athlete, either one alleged to have committed a violation or one interviewed regarding a violation, does not have to be cooperative during an investigation. It should be similarly understood that the athletic director does not have to allow an uncooperative student-athlete to practice or compete until such time as the matter is resolved or at any point thereafter.

Therefore, if at any time during an investigation, either prior to or after the determination of guilt and/or consequences, it is determined that a student-athlete has lied, been deceptive, untruthful, or withheld information, the athletic director has within his/her power to impose a greater level of consequences. Great weight must be placed on the privilege of representing the Auburndale School District and any student-athlete who would fail to be truthful and/or cooperative would jeopardize the perceived character of the Auburndale School District athletic programs.

### Confirmation

Confirmation of a violation of the expectations outlined in this code of conduct may be provided by, but not limited to, any of the following:

- An admission by the offending student-athlete
- A positive reading for a restricted substance on a breathalyzer or medically conducted drug screening or test.
- Failure to provide the results of a medically conducted drug screening or test.
- Refusal to take a breathalyzer test or medically conducted drug screening or test.
- Evidence, circumstantial or otherwise, that would support the reasonable conclusion that a violation occurred.
- A credible eyewitness account.

### Exoneration

Exoneration of an alleged violation may be provided by, but not limited to, any of the following:

- A negative reading for the substance in question on a breathalyzer or medically conducted drug screening or test.
- The absence of any credible evidence, either circumstantial or otherwise, that supports a violation occurred.
- Overwhelming evidence or conditions that would support the innocence of the student-athlete.

### Appeal Process

1. An athlete remains ineligible throughout the appeal process.
2. An appeal of a personal conduct violation must be made in writing within three school days of notification to the Athletic Director.
3. Upon receipt of the appeal, the Athletic Director will arrange a hearing with the Athletic Council within three school days.
4. Athletic Council -- Consists of two coaches and one faculty member who does not coach.
5. Athletic Council Hearing -- The Athletic Director will present their decision and the information that led them to that decision. The student may bring their parent(s)/guardian(s) and present their



information. The Athletic Council will hear both sides and ask questions throughout the hearing. The Athletic Director and student will not be present during the Athletic council's deliberation. Once a decision has been made, it will be written up for the principal to present to both the Athletic Director and the student. Any further appeals may be made to the Principal.

6. Appeals of team rules that are not covered under the student code of conduct will first be presented to the Athletic Director. Further appeals will be taken to the building principal where a final decision will be made.

## Additional Student Responsibilities

### Travel

All team members will travel to out of town contests by means of the transportation provided or organized by the Athletic Director. Team members may be released to their parents/guardians provided the parent/guardian personally (visually) approaches the coach and signs the district sign out release form. All team members will not ride home with someone other than their parent/guardian unless prior arrangements have been made with the Building Principal and Athletic Director. Failure to do so may result in a suspension from out of town competitions.

### Injury

A student-athlete's health is of the utmost importance. It is a student's responsibility to notify their coach of any injury to themselves or other teammates. Failure to promptly notify the coach could result in disciplinary action.

### Care of School Equipment

The student-athlete is responsible for all equipment issued. All uniforms and equipment must be properly washed and cleaned before it is returned at the end of the season. Lost, stolen, or damaged equipment will be paid for by the student-athlete or their parents/guardians. The student-athlete may not receive any awards, report cards will be held, and the student will not be able to graduate until equipment is turned in or paid for.

### Quitting the Team

A student-athlete quitting any sport may not immediately participate in another sport until the two head coaches and athletic director grant permission.

### Student/Parent Concerns and/or Questions

If a student or parent has any concerns or questions, their concerns and/or questions should be addressed in the following order: (1) Coach, (2) Athletic Director and (3) Principal

### Letters and Awards

Team awards and letters are given at the discretion of the team coach. Marawood Conference awards are given as per the Marawood Conference Constitution.

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