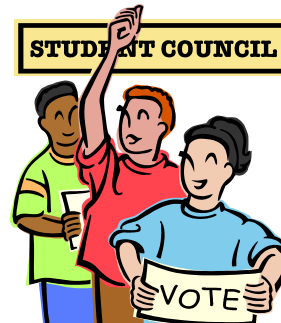


ACTIVITIES HANDBOOK



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INTRODUCTION

This handbook has been prepared to better inform the students, athletes, parents, coaches, and activities sponsors of Rock River School. The activities program, as well as a strong academic program, is important in the growth of young adults.

PARENTAL CONCERNS

We strongly encourage any parent with a question or concern about any activity or sport to please contact your son's/daughter's coach or the principal.

ATHLETIC AND EXTRA CURRICULAR POLICIES

(These policies are in addition to those set by the Wyoming High School Activities Association.)
School Board policy is as follows:

Section 20 - School Representatives and Eligibility.

Any student elected to student offices or representing his/her school in extracurricular activities should maintain good citizenship. Any student who does not maintain good citizenship may not be allowed to represent his/her school in those elected or extra-curricular activities, as determined by the principal, for a period of time, not to exceed twelve months. (Please refer to the code of conduct at the back of the handbook)

Any student who fails to meet the required standards of academic achievement shall forfeit his/her right to participate in all types of school-sponsored activities until such time as he/she shall succeed in achieving the prescribed standard.

ACTIVITY/ATHLETIC POLICIES

WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION RULES AND REGULATIONS (WHSAA):

"All school athletics, activities, clubs, and organizations grades 9 through 12 will comply with Wyoming High School Activities Association rules and regulations as outlined in the annually published handbook. These rules and regulations will be considered a minimum standard and can be made more stringent by individual schools. Junior High Students will also comply with WHSAA Rules and Regulations where they are applicable," (Albany County Board of Education By-Laws and Policies Handbook, Chapter 6, Section 11). Participants must meet all eligibility rules listed in this handout, and all Wyoming High School Activities Association rules.

The following policy is set by the School Board and is in addition to those set by the Wyoming High School Activities Association.

SCHOOL BOARD ACTIVITY/ATHLETIC POLICY

Section 20 – School Representative and Eligibility: any student elected to student offices or representing his/her school in extracurricular activities should maintain good citizenship. Any student who does not maintain good citizenship may not be allowed to represent his/her school in those elected or extra-curricular activities, as determined by the principal, for a period of time, not to exceed twelve months. (Please refer to the code of conduct at the back of the book)

The following policy is set by the Rock River Administration and is in addition to those set by the WHSAA and the School Board and will affect all interscholastic activities in grades 5 through 12.

ROCK RIVER ACTIVITY/ATHLETIC POLICY

A. PHILOSOPHY

The administration and staff at Rock River recognize that participation in the extra-curricular activities plays an important roll in a student's personal growth, success, and attitude toward academics. Therefore all students are encouraged to participate in extra-curricular activities including; sports, clubs, organization, and student council.

Rock River Extra-Curricular Policy:

The following policy is intended to ensure that all students are encouraged to participate, are treated fairly, and that a safe and appropriate environment is maintained. Your sponsors are there to guide you and support you, however each participant is expected to conduct him or her self appropriately, treat others with respect, and put forth an acceptable effort towards academics to earn the privilege of participating in these programs.

Nonrefundable fees will be charged in grades 7-12 for participants in any sports sanctioned by the Wyoming High School Activities Association. Fees will be charged as follows:

- \$10.00 per student per activity
- \$30.00 yearly maximum
- \$60.00 yearly family maximum

Fee waivers are available on a financial need basis by application to the building principal.

B. ENFORCEMENT

The sponsor will obtain weekly grade reports during the duration of involvement in an activity. Students will be evaluated on grades to determine eligibility and comments regarding participant's behavior will be shared with sponsors. Failure to comply with the following policies may result in a conference with the sponsor and/or Principal. When determining the most suitable course of action, students will be held accountable for their actions; however the circumstances of their actions will be taken into consideration. If you have been called for a conference, this is your opportunity to present your plan for improvement. We encourage you to take advantage of this opportunity!

C. PHYSICAL REQUIREMENTS

1. An athlete must file a WHSAA certificate of physical fitness signed by a medical doctor or osteopath with the school/coach before being eligible to practice.
2. A participant must have a medical release and parental consent form to the sponsor prior to beginning practice.
3. A participant must provide a proof of insurance form to the sponsor prior to beginning practice.

D. PRACTICE

1. Each player must have 9 days of practice prior to the first contest. Practice the day of competition does not count.
2. Football: Each player must have 10 days of practice prior to the first contest.

E. ABSENCES FROM PRACTICE AND/OR COMPETITION

1. Excused absences: a participant is required to present evidence of parental permission before the absence will be excused. A phone call from the parent/guardian will suffice.
2. Unexcused absences: The first unexcused absence will place the participant on probation for the rest of that particular season, and the sponsor will determine the appropriate disciplinary action.
3. A participant must attend school (all day) the day of practice or competition to be eligible to participate. Absences due to emergencies or professional appointments will be accepted.
4. Unexcused absences the day before competition will result in being ineligible for that

competition (other than for illness, emergencies, or professional appointments).

5. Students must attend school the following day after a **competition**. Otherwise it will be an unexcused absence. Future participation in late arrival events will be under the sponsors and/or principals discretion.

6. A participant who quits during the season will abide by that decision for the rest of that season.

F. **LETTERING**

1. An athlete must comply with district rules and policies.

2. An athlete must participate the entire season.

3. An athlete must attend 90% of the practices.

4. An athlete must attend 90% of the competitions.

5. An athlete must have the coach's recommendation.

G. **CONDUCT**

1. Participants, as representatives of Rock River High School and the community, are expected to conduct themselves in a respectable and mature manner at all times, prior to, during, and following all competitions and practices. No property will be damaged, no items in the locker room will be taken/tampered with, and all facilities will be left as originally found.

2. Un-sportsmanlike conduct will not be tolerated. Good sportsmanship and team unity are required during the duration of the season, including practices.

3. **Any use or possession of tobacco, alcohol, or any other non-prescription drug will not be tolerated.** School policy (handbook) and the code of conduct will apply for these offenses.

4. Participants are required to present a neat and clean appearance for all competitions. Whether hosting or traveling to a competition, each participant is representing the school and community. Participants will dress up all day when a competition is scheduled. The school policy (Rock River Handbook Section "Dress") shall also be adhered to. Inappropriate attire will result in disciplinary action, determined by the sponsor. If you are unsure about what is acceptable, ask your sponsor the DAY BEFORE the competition.

5. Overnight Trips: No visiting or hosting in rooms belonging to the opposite sex without the sponsor's prior permission and the sponsor presents at all times. Appropriate conduct and compliance with hotel/motel rules is required. Participants that violate trip rules will have their parent/guardian contacted and the

parent/guardian will be instructed to come and get them.

6. Any participant who is currently on disciplinary probation may be dismissed from participation upon any further violation. Probation periods will last as long as that activity is in progress.

7. Any participant who is currently on suspension from school will not be allowed to practice or compete, and is considered an unexcused absence. For more information refer to the Student Handbook.

8. Bus Behavior: The sponsors and bus drivers are in charge of the trip. Sponsors will be in charge of their participants. Male and female participants may be seated in different areas of the bus during trips together. Music is allowed on the bus but must be appropriate (no profanity, racial slurs, sexually suggestive lyrics, etc.) Walkman with headphones is encouraged.

Sponsors/bus drivers will disallow music if necessary and may ask music to be turned off to talk to participants. Bus conduct outlined in the Rock River Handbook will be adhered to at all times.

9. No put downs or insulting team members or opposition.

10. No inappropriate language.

H. **ACADEMICS**

1. A participant must have passed a minimum of four solid subjects in the previous semester of attendance (WHSAA RULE).

2. A participant must be passing in four solid subjects at the time he/she is participating (WHSAA RULE).

3. A participant must be carrying not less than 20 hours of classes per week (WHSAA RULE).

4. All participants are required to pass all classes with a "C" average (with no F's). Grade reports will be printed on each Monday and Wednesday. Below a "C" average (or if you have an "F") on a weekly grade report will result in ineligibility from participation in all extra-curricular activities and/or competition (but not practice) for that week. Full participation may resume that Wednesday if all grades are passing. Each sponsor will review the weekly grade reports, which are obtained in the office. Team goals, which may include higher academic standards, may be set by sponsors but will not affect eligibility.

5. All other academic WHSAA requirements must be met.

NOTE: Participants that have been declared ineligible will not be allowed to travel or compete.

Rock River School Offers the Following Sports Programs

FALL SPORTS

Football	Boys/Girls	6 th - 12 th
Volleyball	Girls	5 th - 12 th

WINTER SPORTS

Basketball	Boys/Girls	5 th - 12 th
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SPRING SPORTS

Track & Field	Boys/Girls	5 th - 12 th
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INSURANCE

Each student must show evidence of being covered by some form of insurance in case of injury during participation. Insurance may be purchased from a school-sponsored company for a nominal fee. Proof of insurance is part of our Emergency and Health Information form that all students are required to turn in to the Office. The nurse and the office will keep copies of these forms on record. **Students will not be allowed to participate in any activities until they have returned the Emergency and Health Form.**

Albany County School District One Eligibility Policy for Grades 5-8

1. Students participating in athletics/activities will be subject to weekly grade checks.
2. In order to be deemed as eligible students must be passing all classes.
3. Students who are failing one or more classes may re-establish their eligibility at any time should their grades be raised to where they are no longer failing any classes.
4. Parents of home school students who wish to have their child participate in activities and/or athletics for any ACSD1 school must comply with the same rules necessary for home school students to be eligible for high school activities/athletics. See WHSAA handbook section 6.9.1 a & b as well as section 6.9.2 on page 36 of the WHSAA handbook.

Albany County School District One Eligibility Policy for Grades 9-12

1. This policy will apply to all activities, competitions, and/or events which are sponsored/sanctioned by the Wyoming High School Activities Association (WHSAA). See “Scope” section of WHSAA handbook on page 8.
2. This policy takes into account that presently Laramie High School (LHS) and UW Lab School are on a 7 period schedule and that Rock River School (RR) and Laramie Junior High School (LJHS) are on an 8 period schedule. This policy also applies to any students in grades 9-12 who attends Whiting High School (WHS).
3. In accordance with WHSAA by-laws 6.2.1 to 6.2.3:
 - A. Students must have passed at least 5 solid subjects the previous semester or are ruled ineligible for the entire subsequent semester.
 - B. Students must be presently enrolled in at least 5 solid subjects during the current semester and those 5 solid subjects must meet a minimum of 20 hours/week.
 - C. A solid subject is defined as any course for which .5 Carnegie Units of credit are awarded. Classes such as study hall or being a teacher’s assistant or any other class which is non-credit earning do not count as a solid subject.
4. Grades will be checked by administration every 3 weeks for the purpose of determining eligibility.
 - A. Full-time students at LHS and UW Lab must be passing 6 classes to be determined to be eligible while students at LJHS and RR must be passing 7 classes to be eligible.
 - B. A full-time student failing 2 or more classes will be deemed as ineligible.
 - C. Students who are ruled ineligible will be able to re-establish their eligibility at any time should their grades be raised to where they are passing all but one class.
 - D. Only an administrator may make the decision to re-instate a student’s eligibility.
 - E. Once a student’s eligibility is re-instated, they will remain eligible until the next 3 week grade check.
 - F. Part-time students are any students not taking a full class load.
 - 1) Part-time students will be viewed as eligible so long as they are passing at least 5 solid subjects and are not failing more than one class.
 - G. College classes will count towards a student’s full-time or part-time status and will also count towards their eligibility.
 - 1) For the purpose of conversion of college classes to ACSD1 class equivalents to determine the class load of a student, a 3 hour credit college class counts the same as 1.0 Carnegie units. This is to say that a 3 hour college credit class counts as 2 classes at ACSD1 schools.
 - 2) For the purpose of conversion of college classes to ACSD1 seat time equivalents

to determine the 20 hours/wk. requirement, the same conversion will be applied as in “1)” above. That is to say a 3 hour college class will count the same as 2 classes at LHS related to seat time calculations (2 classes at LHS meet approximately 8 hours/wk. so a 3 hour college class counts approximately 8 hours seat time/wk.).

- 3) Eligibility rules for students taking college classes will be the same as previously defined.
- 4) Full-time or part-time status will be established in the same manner as previously defined.
- 5) Students taking college classes on campus will be required to turn in mid-term grades and final grades. These grades will be used for eligibility purposes.
5. Home school students who desire to participate in any WHSAA sponsored/sanctioned activity, competition, or event, for any ACSD1 school, by entering into a combination school agreement, must comply with WHSAA guidelines for how home schooled students must establish eligibility. Please refer to WHSAA handbook for these rules. See WHSAA handbook section 6.2.91 (a & b) and 6.2.92 on page 36.
6. Students attending other public, private, or charter schools who are desiring to compete for any ACSD1 school through the use of a combination school agreement must meet the eligibility requirements of their school. Should the student’s school not have an eligibility policy then they will need to meet the eligibility requirements outlined in this policy.
7. Coaches/sponsors may enact more stringent rules for eligibility.
8. Any situations which may arise, which are not addressed in this policy, will be handled by building administration. In these situations, building administration will work closely with central administration and the WHSAA in resolving the issue.

ALBANY COUNTY SCHOOL DISTRICT #1

Laramie, WY

ACTIVITY CONDUCT CODE CONTRACT

Participant's Name (Please Print)

Date

Participating in activities associated with school is a privilege; not a right. Your conduct at all these activities directly reflects on your school, other students, and the district as a whole. As a result, your conduct while representing your school at these activities is held to a higher standard, not only while you are participating, but the rest of the time, too. The Albany County School Board's policy is as follows: Any student elected to student offices or representing his./her school in extra-curricular activities should maintain good citizenship, both in and out of school. Any student who does not maintain good citizenship may not be allowed to represent his/her school in those elected or extra-curricular activities, as determined by the principal, for a period of time, not to exceed twelve (12) months. (Albany County School Board Policy Manual, Chapter VI, Section 20.) Furthermore, Albany County School District One is a member of Drug Free Schools that enforces federal regulations and penalties to those who use and/or possess drugs and/or firearms on school property or during school-related activities.

As a result of these conduct requirements by all students who participate in any extra-curricular school activity, you and your parents are asked to sign the following activity code of conduct contract. Make sure you and your parents read and understand this contract thoroughly before you sign. **YOU WILL BE HELD TO THIS CONTRACT.**

This conduct code applies to all participants in extra-curricular activities sponsored by Albany County School District #1.

A. I agree that I will not, while at school or at a school-sponsored event:

1. Engage in acts of unsportsmanlike/inappropriate behavior (including, but not limited to, fighting while participating in the activity; verbal abuse of other participants, officials, or spectators; insubordination directed at coaches or sponsors; violations of federal, state, county, or city laws).
2. Wear clothing that pertains to alcohol, tobacco, drugs, or conveys vulgar or profane message. If so, I will be asked to remove the apparel, and if I refuse, the Activity Conduct Code Contract will be applied.
3. Knowingly be present where illegal use of alcohol or use of illegal drugs is taking place **even if it is off school grounds or at non-school activities.**

B. I agree that I will not, at any time, while on or off school grounds, in or out of school:

1. Use or possess alcohol.
2. Use or possess tobacco or tobacco-like products to include but not be limited to leaf, chew, e-cigarettes (with or without tobacco) or cigarettes
3. Use, **possess, distribute, or sell** marijuana or any other illegal, controlled substance, as defined by Wyoming State Law.

Steps of Ineligibility

Football, Cross Country, Indoor Track, Golf, Tennis, Skiing, Non-Athletic Activities, Jr. High

Volleyball, Swimming/Diving, Basketball, Wrestling, Outdoor Track, Soccer and Cheer/Dance

Step	Activities
1	1 (one) week or 1 (one) contest - whichever is greater
2	2 (two) weeks or 2 (two) contests - whichever is greater
3	4 (four) weeks or 4 (four) contests - whichever is greater
4	All contests for 18 (eighteen) weeks
5	Ineligible for one calendar year

****Excluding vacation when competition(s) is/(are) not scheduled****

Infraction	First Offense	Second	Third
Any behavior that results in Out of School Suspension	Step 1	Step 2	Step 3
Theft or Vandalism	Step 2	Step 3	Step 4
Harassment or Hazing	Step 2	Step 3	Step 4
Sexual Misconduct	Step 2	Step 3	Step 4
Tobacco Use or Possession	Step 2	Step 3	Step 4
Alcohol use or possession Off School property	Step 2	Step 3	Step 4
Alcohol use or possession On School property or school Sponsored activity	Step 4	Step 5	Step 5
Drug use or possession On or Off School property	Step 4	Step 5	Step 5
Drugs-Selling or Distribution	Step 5	Step 5	Step 5

The above activity code violations are minimum consequences which may be adjusted for steps one through four if the conduct is either seen as habitual, abusive or excessive as determined by the building Principal/Asst. Principal after a conference with the student. All consequences for students' violations begin at the time school administration is made aware of the infraction, has had time to fully investigate the infraction, and has decided upon an appropriate consequence for the infraction.

- Any recommendations for expulsion would also carry (1) year ineligibility from activities.
- Any student that self-reports their first violation of the Code of Conduct within 30 minutes of the start of the next school day (or 48 hours after the infraction during extended school breaks) to a school administrator will receive a one-time only reduction of up to half the assigned consequence. If another infraction happens it will be treated as the second infraction.
- After 12 consecutive months, without a violation, the next offense will be considered a first offense.
- The education and counseling is possible at each level as outlined in the activity code counseling rule. This is done on a voluntary basis and is the responsibility of the student and parent.

CONTRACT OF ACTIVITY CODE

1. I understand that if I violate any of the above infractions against the activity conduct code, I will be subject to the above consequences.
2. I understand that I will also be subject to the disciplinary policy set forth in the Student Handbook(s) as amended periodically by the ACSD Board of Education.

3. I understand that my privilege to participate in school activities, whether or not I am presently involved in a school activity, may be revoked. For example, a violation in the fall may affect my privilege to participate in a winter sport or activity.
4. I understand that my right to attend classes and receive credit for class work will be determined per school policy found in the Student Handbook.
5. I understand that subsequent violations of the activity code will result in progressively harsher penalties.
6. I understand and agree to support the Albany County School District #1 Activity Code.
7. I agree to the release of my personal information, i.e., height, weight, grade, player position. Information typically found on a program.
8. I agree that the term of the Contract shall be while I am attending grades 5-12.

Participant's Signature

Date

Parent Signature
