

Oceanside High School  
Co-Curricular Handbook  
2019-2020

### **Mission Statement**

Co-curricular activities are an integral part of the educational process at Oceanside High School. Participation in school sponsored activities will enhance the development of mature citizens who will exemplify character and strong moral and social attitudes within the community.

#### **Clubs and Activities**

Art Club	Foreign Language Club	Interactive Theater
Jazz Ensemble	Peer Helpers	Key Club
National Honor Society	Math Team	Student Senate
Drama (Fall Musical)	Drama (One-Act Play)	Adventure Club
Bigger, Faster, Stronger	Select Choir	Sailing

#### **Interscholastic Athletics**

Football	Basketball	Tennis
Cross Country	Wrestling	Softball
Golf	Cheering	Baseball
Field Hockey	Indoor Track	Track
Soccer	Club Hockey	Girls' Lacrosse
Fall Cheering	Independent Swimming	Unified Basketball

### **Student Eligibility Policy for Participation in Co-curricular Activities**

It is the intent of the RSU 13 School Board to provide a wide array of activities to supplement the educational programs offered at Oceanside High School. Because the academic programs take priority, in order to participate in these co-curricular activities students must meet standards in academics, behavior, and attendance. Co-curricular activities include, but are not limited to, athletics, clubs, drama, and school-affiliated service organizations. Each Principal shall identify which activities, beyond those listed are considered to be school sponsored co-curricular activities for the purposes of this policy.

#### **Academic Eligibility**

Students participating in co-curricular activities in grades 9-12 are expected to pass all of their classes in order to remain academically eligible to participate in those activities.

Grade checks will be conducted periodically throughout the school year. Grade checks will occur during each quarter and the dates of these checks will be decided upon by the building administration. The student, along with their coach and/or advisor, who is failing one or more classes while participating in any co-curricular activities will be immediately notified that they are on academic probation. When notified, the student will be advised of the academic support plan that they must follow to restore their eligibility. A written copy of this plan will be supplied to the student.

During the period of academic probation, the student

- A. Will be allowed to participate in practices, rehearsals and meetings and to attend home contests/events (not in uniform) connected with their co-curricular activities as long as these events do not conflict with any element of the student's support plan;
- B. Will not be allowed to participate in competitions, games, club activities, or performances during their probation;
- C. Will not be allowed to travel with teams, clubs or organizations to events/contests outside of RSU 13 if those functions take place Monday-Friday

- D. Will not be allowed to participate but will be allowed to travel with teams, clubs or organizations if the event occurs on a Saturday or Sunday.

The initial period of academic probation will be 10 school days. If all grades are up to standard at the end of this period, the student's eligibility will be restored. If the student's grades are not passing at the end of the initial 10 day probation period, the Building Administration will make a determination regarding the student's progress during the initial period. If the student's has followed the academic support plan and improved their grades, the Administration may grant an additional 10-day probation period. Otherwise the student will be dismissed from all co-curricular activities for the remainder of the season/activity.

Coaches/Advisors will be informed directly by the administration when the student regains their eligible status.

Students in grades 9-11 who fail a class for the entire school year (not the last marking period), will be on academic probation to begin the next school year for any co-curricular activity. In order to re-establish, academic eligibility the student must be passing all courses after 10 school days.

### **Conduct Eligibility**

#### **Suspension**

A student who is issued a suspension (in school or out of school) will not be eligible to participate in any co-curricular activities until the end of the period of suspension concludes. Students who are issued out of school suspension are prohibited from being on RSU 13 property during the period of suspension.

#### **Detention**

Detentions will take priority over co-curricular activities. A student who is issued a detention, must serve it on the date prescribed by the Principal. If the detention conflicts with any co-curricular activity, the student will not participate on that day. If there is an away event and the student misses the bus because they are serving detention, they are not permitted to travel in a private vehicle to the event or sit with the team/organization during the event.

Students who skip mandated detentions and attend co-curricular activities will be subject to additional consequences from the Principal and will be suspended from all co-curricular activities for 5 days.

### **Attendance Eligibility**

#### **Absent All Day**

Students must be present all day on the days in which co-curricular activities are taking place. A student who is unable to attend school and classes on the day of a co-curricular activity will not be eligible to participate in the activity on the day of their absence.

#### **Early Dismissal**

Students who are dismissed from school early will not be eligible to participate in co-curricular activities on that day.

#### **Tardiness**

Students who are tardy to school will not be allowed to participate in co-curricular activities on that same day.

#### **Exceptions**

Compelling circumstances (family emergencies, doctor's visits, funerals, etc.) will be considered on a case-by-case basis by the Building Administration.

## **Policies and Procedures for Substance Abuse Violations**

### **FIRST OFFENSE DURING HIGH SCHOOL CAREER**

- Meet with coach and administration to discuss incident and consequences
- Inform parent or guardian of incident.
- In-season: student-athlete will be suspended from 20% of season contests.
- Out-of-season: warning and probation.
- Require the student-athlete to meet to develop a restorative plan with the school counselor or agreed upon outside counseling and enroll in educational program to increase substance abuse awareness. Failure to comply with the required awareness program will result in further suspension from all sports until successful completion.
- Document 5 hours of community service.
- The student-athlete can not earn a letter for that season, but may participate in the end of season banquet. The student-athlete may not be considered for any selected awards, be it school or league. The athlete may still practice during their suspension, but may not travel to away games with the team. The athlete may sit with them team in street clothes during home games. Additionally, an athlete who holds either an elected or appointed team captaincy will be required to relinquish his/her position upon violation of the substance abuse policy.
- If all conditions are satisfactorily met, the athlete may return to competition on the day following the end of the suspension. The Athletic Administrator and coach will meet with the athlete.

### **SECOND OFFENSE DURING HIGH SCHOOL CAREER**

- Meet with coach and administration to discuss incident and consequence
- Inform parent or guardian of incident.
- In-season: student will be suspended from 60% of season contests.
- Require the student-athlete to meet to develop a restorative plan with the school counselor or agreed upon outside counseling and enroll in educational program to increase substance abuse awareness. Failure to comply with the required awareness program will result in further suspension from all sports until successful completion.
- Document 10 hours of community service.
- The student-athlete can not earn a letter for that season and may not participate in the end of season banquet. The student-athlete may not be considered for any selected awards, be it school or league. The athlete may still practice during their suspension, but may not travel to away games with the team. The athlete may sit with them team in street clothes during home games. Additionally, an athlete who holds either an elected or appointed team captaincy will be required to relinquish his/her position upon violation of the substance abuse policy.
- If all conditions are satisfactorily met, the athlete may return to competition on the day following the end of the suspension. The Athletic Administrator and coach will meet with the athlete.

### **THIRD OFFENSE DURING HIGH SCHOOL CAREER**

- Meet with coach, administration and parent to discuss incident and consequence
- In-season: student-athlete will be suspended for the remainder of the season.

### **ADDITIONAL OFFENSES DURING HIGH SCHOOL CAREER**

- Removal from all athletic teams for the year.

## Table of # of games to be missed/sport

<u>Fall</u>	# Games	20%	60%
<u>Football</u>	8	2	5
<u>Soccer</u>	14	3	9
<u>Field Hockey</u>	14	3	9
<u>Golf</u>	10	2	6
<u>X-Country</u>	10	2	6

### Winter

<u>Basketball</u>	18	4	11
<u>Wrestling</u>	12	3	9
<u>Indoor Track</u>	6	2	4
<u>Cheering</u>	18	4	11

### Spring

<u>Base/Softball</u>	16	4	10
<u>Outdoor Track</u>	6	2	4
<u>Tennis</u>	12	3	8
<u>Lacrosse</u>	11	3	8

## **Standards of Conduct**

The student must always keep in mind that co-curricular activities are designed and conducted to promote the physical, mental, social and emotional well-being of the individual. The participant must also realize that it is a privilege to participate in any co-curricular activity and remember that they are representing the school, their family, and the community at all times. Actions by the student should always reflect positively on the team/organization, community, and school.

## **Interscholastic Athletic Requirements**

### **Physical Examination**

Athletes are required to have a complete physical examination by a doctor prior to participation in RSU 13 Athletic Programs and every two years thereafter. Students must present written proof of the physical before participation may begin. The cost of these physicals shall be borne by the individual families.

### **Proof of Insurance**

All athletes must present evidence of accident insurance prior to the first practice of the sport in which they wish to participate.

### **Abiding by Maine Principals' Association Rules**

Though most of the MPA's rules are addressed in this handbook, each sport has its own policies with regard to the MPA. [www.mpa.cc](http://www.mpa.cc) has specific information regarding student-athlete eligibility and conduct.

### **Transferring to Another Sport**

Within five practice days of the beginning of the sport season, an athlete may transfer to a different athletic team.

### **Practice Attendance**

An unexcused absence will suspend the student-athlete for the next contest. Student-Athletes must notify their coach directly before the end of the day if tardiness or absence from practice is anticipated.

### **Sportsmanship**

When participants are removed from an activity for unacceptable or unsportsmanship they will not be allowed to participate in the next contest. Subsequent removal in the same season will result in the dismissal from the team for the remainder of the season.

### **Dress Code**

All team members will dress appropriately. Each coach will determine the appropriate attire for team travel.

### **Gambling**

If a student-athlete is found to be wagering on the outcome of high school athletic teams, they will be suspended from the team for the remainder of the season.

### **Team Transportation**

Student-athletes are expected to travel to and from all contests with their respective teams on school provided transportation. Coaches may release students only to the parent/guardian. The RSU 13 Athletic Director will review any requests for extenuating circumstances on a case-by-case basis if they are communicated in advance.

### **Concussion Management**

Student athletes who are suspected of having a concussion will be removed from physical activity until seen by a medical professional. Return to play guidelines will be followed once a student is able to participate in regular school activities with no restrictions for 24 hours. After which, the student may begin the return to play guidelines set forth in the Zurich Protocol. This information is available on the RSU 13 Website.

### **Conflict resolution**

Parents or team members having concerns about the operations of any program should address those concerns as they occur according to the following chain of command.

1. Student-athletes should request a meeting with their coach at an appropriate time.
2. If necessary, student athletes may request that the athletic director be present.
3. If a resolution cannot be met, a meeting with the AD, parent, coach and athlete can be arranged.
4. If a parent wishes to speak directly with the Athletic Director, a meeting can be arranged.

### **Standards for Athletic Awards**

Participation for the entire season shall be the criteria for earning awards. Those students not finishing the season for academic, disciplinary or personal reasons will not be recognized at the awards banquet. In order to earn a letter, an athlete must complete the following requirements:

Football: Must play in 50% of the quarters of games played.

Field Hockey: Participants must play at least 50% of periods of all games.

Cross Country: Runners must participate in 75% of meets

Basketball: Must play in 50% of the quarters of games played.

Soccer: Athletes must play in 50% of periods of all games played.

Track: Athletes must compete in at least 2 events in 75% of all meets scheduled.

Baseball: Team members must play at least 50% of all innings.

Softball: Team members must play at least 50% of all innings.

Tennis: Members must play in 75% of all matches.

Golf: Team members must play in 75% of all matches including KVAC

Cheerleaders: Participants receive a letter for cheering in all assigned games.

Lacrosse: Participants must play at least 50% of periods of all games played

Wrestling: Must participate in 75% of meets.

Unified Basketball: Must play in 50% of the quarters of games played.

A senior who has been a member of a freshman, a junior varsity, or a varsity team for four years, but who has never qualified for a varsity letter, will be given a letter for service to that sport.

Only a varsity manager is eligible for a letter. In order to win a varsity letter, a manager must manage for two varsity seasons or meet the following criteria:

Participation as a team member may count for one year.

1. Managing a different sport can count for the first year.
2. A coach who has no manager can draft a senior and award him a letter.
3. Only two managers' letters per team shall be awarded per athletic season.

**CONSENT FORM**

This is to confirm that I have read and understand the Co-Curricular Handbook and Eligibility Policy and agree to abide by the policies outlined in the handbook.

\_\_\_\_\_  
Student's Name (Please print clearly)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Signature

This is to confirm that I have discussed the Activities Handbook with my son/daughter and will support her/him in abiding by the policies as outlined on the previous pages. Additionally, I give my consent for the above-signed to participate in the athletic programs and/or co-curricular activities listed

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Name (Please print clearly)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

**Photograph Use Consent (circle one please)**  
**The above-signed parent/guardian hereby:**

**ALLOWS                      DOES NOT ALLOW**

Oceanside High School & RSU 13 to use images of the above-named student on the school OHS/RSU 13 website.

Birth Date\_\_\_\_\_

Insurance Company\_\_\_\_\_ Policy #\_\_\_\_\_

Please provide a copy of the student athlete's most recent physical.

This form is to be kept by the Athletic Director



### Emergency Contact Form

All students participating in co-curricular activities at Oceanside High School must fill out and return this form completely before they are allowed to attend co-curricular functions.

_____	_____	_____	
Student Name (Print Clearly)	Grade	Date of Birth	
_____		_____	
Address Student		Phone number	
_____	_____	_____	_____
Parent 1	Name Cell Phone #	Work Phone #	Home Phone #
_____			
E-mail address			
_____	_____	_____	_____
Parent 2	Name Cell Phone #	Work Phone #	Home Phone #
_____			
E-mail address			

Please list two alternative people who you would be willing to assume temporary care of our child if you cannot be reached:

_____	_____	_____	_____
Name	Name Cell Phone #	Work Phone #	Home Phone #
_____			
E-mail address			
_____	_____	_____	_____
Name	Name Cell Phone #	Work Phone #	Home Phone #
_____			
E-mail address			

In case of an accident or serious illness, I request the school to contact me. If the school is unable to reach me, I hereby authorize the school to call the physician below and to follow their instructions. If it is impossible to contact this physician, the school may take whatever arrangements seem necessary.

_____	_____
Signature of Parent/Guardian	Date
_____	_____
Physician's Name	Physician's Phone Number

Please list any allergies or medical concerns that the coach should be aware of: