

ROBINSON HIGH SCHOOL
ATHLETIC HANDBOOK
2022-2023

This “Athletic Handbook” has as its primary function the informing and directing of student-athletes in regard to monitoring the conduct of participants.

Student-athletes are expected to be responsible and violations of the athletic handbook will result in some type of disciplinary action. However, not all situations, penalties, or combinations thereof are included in the handbook. Because the athletic handbook has discussions of specific topics, which are designed to be a guide in maintaining a healthy school environment, no expectations of contractual rights should be assumed. If a situation occurs that is not covered in this handbook, the administration will make a final decision after consulting with the student-athlete and the parent or guardian.

The board of education authorizes the administrative staff, athletic director, and coaches to make those interpretations, clarifications, and modifications of athletic guidelines and rules that are necessary to carry out the effective functioning of the athletic programs offered by Robinson High School.

The Athletic Handbook will be reviewed on a yearly basis. The committee will consist of eight people: two (2) school board members, two (2) coaches, two (2) parents of student-athletes, the principal and/or assistant principal of Robinson High School, and the athletic director of Robinson High School.

The Committee will meet each year to review the Athletic Handbook. Upon reviewing the Athletic Handbook, recommendations will be made from the committee to pass on to the board of education. The board has the right to approve or disapprove of the proposed Athletic Handbook change.

The coaches and parents will serve two-year terms. Each year a parent and coach will be replaced on the committee. The principal will name a coach to the committee. The RHS administration will nominate the parent(s) to be on the committee, to be approved by the superintendent.

ATHLETIC CODE OF CONDUCT PURPOSE

This Athletic Code of Conduct and Responsibility has been adopted by the board of education of Robinson Community Unit School District No. 2 and applies to student-athletes in grades 9-12. This policy is in addition to other policies concerning student conduct and imposes additional requirements on student-athletes. It is intended to promote the health and safety of students, to encourage the development of self-discipline and self-control in student-athletes which are attributes the board finds to be necessary to make participation in athletics successful and rewarding for individual athletes as well as for the teams in which they participate.

The District recognizes that there is a high incidence of alcohol and drug abuse by students nationwide, which is epidemic in proportion. The District also recognizes that some Robinson students, and in particular, student-athletes have used alcohol and have or will experiment with illegal drugs during their high school years. Because student-athletes are especially respected and looked up to by the student body, they are expected to be good examples of conduct, sportsmanship, and training, which include abstaining from the use of drugs and alcohol. Moreover, a student-athlete who uses drugs can be a danger to himself, herself, or others, both on and off the athletic field.

Therefore, in order to provide for the health and safety of the individual athlete and other athletes, as well as provide a legitimate reason for the students to say "NO" to drug use, and to provide an opportunity for those using drugs to receive help in location programs which can provide assistance, the District is incorporating a mandatory drug testing program for student-athletes within the Athletic Code of Conduct and Responsibility. The program is not intended to be punitive. It is designed to prevent drug and alcohol usage, educate student-athletes as to the serious physical, mental and emotional harm caused by drug and alcohol abuse, create and maintain a safe, drug-free environment for student-athletes, and assist them in getting help when needed.

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I. ATHLETIC OBJECTIVES

- A. To balance athletics and other extracurricular activities with all other student academic responsibilities and considerations.
- B. To encourage, build, and promote both the individual's moral character and physical development.
- C. To develop in each participant a feeling of pride, a sense of accomplishment, and a desire to excel within the ethics of the sport.
- D. To develop excellent athletic teams and extracurricular programs with which the participants, school, and community can be proud.
- E. To promote high regard for hard work and good sportsmanship. Help promote good sportsmanship at Robinson High School through the following programs:
 - 1. Robinson School District Sportsmanship Ideals
 - 2. IHSA "Sport A Winning Attitude" Campaign
 - 3. National High School Federation "Be A Sport" Program
- F. To promote drug/alcohol/tobacco-free activities at all times for all student-athletes through the high school level.

II. STUDENT-ATHLETIC REQUIREMENTS

- A. Each student must have completed the following in order to participate in Unit #2 district athletics:
 - 1. Current physical exam - Each athlete must have a current physical exam form or statement from their doctor indicating that they are physically fit to participate in sports. A copy of this exam or statement must be on file in the Athletic Office (High School) BEFORE the student may practice or compete in their sport. All physical exams are good for 395 days from the date the physical was completed.
 - 2. Parent/student permission, information, and pledge sheet - This is to be signed by the parent/guardian and the student-athlete regarding accepting the athletic handbook. Also, an information sheet is to be filled out by the parent/guardian and the student-athlete before a student-athlete can start practice. You will also verify on this form that your son/daughter is properly covered by medical insurance. Unit District #2 recommends that you purchase, at your expense, a medical insurance policy that covers all high school sports. The district DOES NOT provide medical insurance coverage for injuries to students involved in athletics.
 - 3. Athletic Participation Fees - Each student-athlete is to pay an athletic fee before they can play in competition. The fees will be \$50 per sport for RHS student-athletes. The fees may be paid at the high school main office. If tryouts are conducted in a sport the student-athlete may pay the participation fee after tryouts are completed and before the first contest is played.
 - 4. Mandatory Meeting - The student-athlete and their parent/guardian must attend one MANDATORY ATHLETIC HANDBOOK MEETING at the beginning of their season (fall/winter/spring). This meeting will be publicized well in advance. This meeting will be led by the administration (athletic director and/or principal, etc.) and highlight the Unit #2 Athletic Handbook and Athletic Code of Conduct and Responsibility.
Athletes will not be allowed to participate in any sport until this requirement has been met.

Each coach is required to have their own pre-season parent/guardian meetings. The Robinson Athletic Handbook pledge sheet must be signed by the student-athlete and parent/guardian ONCE A YEAR before a student-athlete can participate in any sport. The pre-season meetings are designed for the parent/guardian to meet with the coach before the start of their season.

III. COVERAGE

The RHS Athletic Handbook applies to:

1. Grades 9 – 12
2. In and out of school hours from their first day of practice throughout their high school career
3. High school career
4. 12 months per year in or out of any sport season
5. All high school athletic teams and activities

IV. SPORTS/ACTIVITIES OFFERED AT ROBINSON HIGH SCHOOL

<u>Boys</u>	<u>Girls</u>
Cross Country	Cross Country
Football	Volleyball
Golf	Golf
Basketball	Basketball
Wrestling	Wrestling
Track	Track
Baseball	Softball
Tennis	Tennis
Soccer	Soccer
Cheerleading	Cheerleading
Scholastic Bowl	Scholastic Bowl

V. ELIGIBILITY

- A. Each student-athlete must pass thirty (30) credit hours (4 of 5 classes) of high school work per week.
- B. Each student-athlete must have passed thirty (30) credit hours of high school work (4 of 5 classes) in the previous semester to be eligible for the current semester (except first semester freshmen or transfer students)
- C. WEEKLY REQUIREMENTS: The minimum standard is that a participant must be passing four of five classes. Failure to meet this standard causes the individual to forfeit all eligibility the following week. Turning in extra credit, missing homework, etc..., will not take a student off the ineligibility list until the week of ineligibility is completed. Each Friday after 1:00pm the athletic director will check student-athletes grades on the skyward program to determine eligibility. Coaches and student-athletes will be notified immediately of any student who is ineligible for the following week. The week for ineligibility runs from Monday through Sunday. The grade in each class must be the cumulative grade from the first day of the semester to the last day of the semester. It is the responsibility of the student-athlete to make sure they are taking at least THREE ACADEMIC CLASSES to maintain their RHS/IHSA academic eligibility.
- D. If an athlete is ineligible for three (3) weeks during the season, they will be removed from the team.

VI. ATHLETIC AWARDS

- A. Varsity Letters
 1. Every player that becomes a member of a varsity team during the season and finishes the season in good standing¹, and meets the criteria set forth by the head coach of the particular sport will earn a varsity letter. These criteria will be outlined by the head coach at their pre-season meeting.
 2. Varsity athletes will receive one (1) varsity letter per sport in high school.

¹ definition found on page 10

VI. ATHLETIC AWARDS {CONTINUED}

3. The first varsity letter earned per sport the athlete will receive:
1 - varsity "R" (7") with a sewn-on sport-specific swiss insert
4. The second, third, and fourth time an athlete has earned a varsity letter in the same sport, the athlete will receive: 1 - sport-specific swiss insert
5. Any varsity athlete who earns three varsity letters in the same year will receive a *special* three-sport athlete letter each year this is achieved.

B. Non-Letter Winners

Any student who participates in a school-sponsored athletic sport and finishes the season *in good standing¹ who does not meet the criteria to earn a varsity letter will receive a sport-specific participation patch.

C. Numerals

An athlete will earn his/her graduation year numerals the first time he/she becomes a member of a school-sponsored athletic sport and finishes the season in good standing.

D. Special Three-Sport/ Four-Sport Athlete Letter Award

1. The student-athlete must earn THREE / FOUR varsity letters in the same school year
2. This award will be presented at Senior Honors for seniors and Underclass Honors for underclassmen.

F. Special Awards

The head coach may award various *special* awards specific to their particular sport. The criteria and selection for these *special* awards will be determined by the head coach. The criteria for special awards will be defined at the awards ceremony.

G. Additional Awards

1. The Robert C. Allison Memorial Award
2. The Betty Graves Outstanding Female Athlete Award and Scholarship
3. The Merle Crosby Memorial Scholarship
4. The Sandy Zellers Memorial Award
5. Marine Corps Distinguished Athlete Award
6. Army Reserve Scholar-Athlete
7. IHSA Scholastic Achievement Award
8. LIC Conference Awards (Athletic and Academic)
9. Letterman's Club Award
10. Others...may vary from year to year

VII. PARTICIPATION REQUIREMENTS

A. Student-athletes must attend all practice sessions prior to a contest unless excused by the coach prior to any absence. If a practice session is missed and is unexcused, then he/she will not participate in the next contest.

B. Participation of a student-athlete in a contest on the day of a pre-arranged absence is subject to the approval of the administration and coach.

VIII. PHYSICAL EDUCATION REQUIREMENTS

Student-athletes enrolled in physical education classes must dress and participate in physical education. Failure to do so will result in the following:

A. Students will not be allowed to attend practice. This will be considered an unexcused absence. The student will therefore not participate in the next scheduled contest. In the event that the student does not participate in physical education on the day of a scheduled event, then that student will not compete or participate in the scheduled contest that day.

B. All of the above-mentioned are minimums. Each respective coach will have the right to enforce additional consequences if he/she chooses. Additionally, as it is impossible to anticipate all situations and concerns that might arise, the respective coach and/or athletic director will exercise their judgment in making decisions not specifically addressed herein above.

IX. SUSPENSION FROM SCHOOL

Students who are suspended from school (in or out of school) will not be allowed to practice with their team during the duration of their suspension. Suspension days will be considered as unexcused absence days. The student will therefore not participate in at least the next scheduled contest. Absence from practice may also affect playing time adversely.

X. ABSENCE POLICY

A. In order to participate in practice or scheduled contest, on a particular day, the student-athlete must have been in attendance at school for at least three (3) periods during the day (excluding CCR) and have arrived no later than the beginning of the second period. An exception would be in the event permission has been granted in advance for visitations, bereavement, or other school-related activities (i.e. field trips) approved by the administration. A doctor's note will also be accepted if you arrive past 10:00am to excuse the absence. This is the beginning of the day ONLY. You cannot leave once you are in attendance MUST stay for the duration of the day.

B. If a student-athlete misses practice the day before the game, the coach will determine the playing time in a game or contest based on missed practice.

C. All other absences must be dealt with through the head coach prior to the absence. The head coach will determine whether the absence is excused or unexcused, which could also lead to game suspensions.

XI. STUDENT-ATHLETE BEHAVIOR DURING PRACTICES AND GAMES

A. It is the student-athlete's responsibility to learn and demonstrate proper behavior. Such behavior can be described as actions by student-athletes that promote cooperation and learning during practice, which encourages a profitable work ethic, and which results in excellent competition coupled with good sportsmanship on the playing field.

B. The coaching staff will not tolerate the actions of players who show a lack of concern for the above behaviors and attitudes. Therefore, if improper behavior is observed in practice or game situations, corrective disciplinary action will be taken.

C. The coach will establish guidelines to determine what corrective disciplinary action will be taken. The action should be explained fully to the student before the season starts, and it should be fair and consistent throughout the season. This should be done at the pre-season meetings.

D. Any student-athlete who uses profanity toward any faculty member during the school day or at a school-sponsored event, will be disciplined based on the punishment in the student handbook.

XII. VANDALISM, THEFT, OR DESTRUCTION OF SCHOOL PROPERTY

A. Any student-athlete who vandalizes any school property, staff property, or items from another school including physical education clothing without legal reason, will be suspended from all teams for not less than two (2) weeks. They will be expected to pay all costs resulting from damage or theft. He/she will also be subject to school disciplinary action, which could lead to suspension or expulsion from school and/or arrest. The principal and athletic director will investigate the incident and make necessary recommendations based on the severity of the violation.

B. Upon the second occurrence in the student's high school, the student will not be permitted to participate in Robinson's athletic programs for one (1) calendar year beginning the date the administration becomes aware of the incident.

XIII. QUITTING THE TEAM

Any student-athlete, who quits the team by giving notice verbally or in writing to the coach before the season is completed, will not be allowed back on the team for any reason for the remainder of that season. The student-athlete will not be allowed to participate in another sport during the same sport season from which they have quit, or be allowed to participate in another sport's activities until the official first day of practice as determined by the IHSA. The coach from the team that the student-athlete quit may give permission for that student-athlete to participate in a different sport. Emotional decisions made by a player or student on the spur of the moment should be taken into consideration by the coach involved.

XIV. CARE AND RETURN OF SCHOOL UNIFORMS AND EQUIPMENT

A. All school-issued uniforms and equipment must be returned.

B. Lost or stolen items are the responsibility of the player, and he/she must pay the present-day replacement cost of any items issued but not returned.

C. Any returned items, which have been damaged, not as a result of normal wear and tear, must be replaced or repaired. The replacement or repair bill (s) becomes the responsibility of the student-athlete.

D. No awards are to be given to the student-athlete until all equipment and uniforms issued to him/her have been returned and accounted for.

E. No student-athlete will be allowed to begin the next athletic season, or any high school activity, until all equipment and uniforms have been returned and accounted for or paid for at present-day cost if damaged or lost.

XV. TRANSPORTATION POLICY

A. All student-athletes are required to ride the school bus to all away games.

B. It is required that student-athletes of all levels of play stay for the entire duration of athletic contests. This includes any level of competition on a set day. {ie JV and varsity games, entire tennis match, entire track meet, etc.}

C. Student-athletes, with the approval of their coach, may leave the bus after the game or contest if their parents or legal guardian completes the "Student-Athlete Transportation Form." A student-athlete may leave with a designee if their parent/guardian received permission from the administration, prior to the contest. Failure to follow this policy will result in consequences determined by the coach and/or administration.

D. If an emergency arises and the parents are not at the game, the coach can make an exception to allow the student-athlete to leave.

E. Coaches should notify the team if they plan on stopping to eat after a game.

XVI. BUILDING SECURITY GUIDELINES FOR ATHLETES

- A. Student-athletes are to report to their respective locker rooms and practice areas after school is over as soon as possible.
- B. After practice is over, the student-athlete should go into their locker room to change if necessary, take a shower, and secure their padlocks. Student-athletes are responsible to secure personal belongings in a locker and lock the locker.
- C. When the above is completed they should leave the building as soon as possible. If they are waiting for a ride, they should be picked up in front of the athletic entrance. They can wait in the entryway until their ride arrives.
- D. Student-athletes are not to be in the hallways before or after practice. They should take their books and personal belongings to the locker room after school to stay out of the hallway after practice is over

XVII. DRESS CODE

The head coach will have a reasonable dress code that stresses proper dress to and from a game. School clothes could be used as a guideline for proper dress. Standards above the wearing of school clothes may be implemented by the head coach. Examples – sweatsuits, t-shirts, sweatshirts, etc. Considerations should be given to athletes who cannot meet certain financial requirements to purchase certain types of clothes.

XVIII. SENIOR NIGHT

- A. Seniors will be honored at a selected game each year if appropriate. It will usually be the last home game of the season. The purpose of this night is to recognize the senior players and their parents/guardians for their participation, cooperation, and effort in the sports season they are playing.
- B. Seniors are not guaranteed playing time on senior night; they will be introduced with their parents before that game.
- C. Due to the weather and nature of fall and spring sports, Senior Night may be on the same night as the awards night.

XIX. ATTENDANCE AT AWARDS NIGHT

Athletes will be encouraged by the coaching staff to attend the awards night after the season is completed. It is part of the athlete's team's responsibility to attend. If the athlete is going to miss the awards night they should contact their coach and let them know why they will be missing awards night. An athlete will not receive his/her awards until ALL equipment and uniforms have been returned or replaced at present-day cost. An athlete will be denied future equipment and the privilege of participating in athletics until the equipment is returned or the financial charges have been paid.

XX. CHAIN OF COMMAND FOR COMMUNICATION

A. If the players have any concerns or questions about the sports program, the player should contact the head coach first. Upon meeting with the coach, the student-athlete will be provided with a “Problem-Solving Communication” form to be completed at each step of the process. If a parent/guardian or student-athlete does not abide by the chain of command, they will not be allowed to attend any athletic contest until a meeting with the administration is held.

1	Student-athlete	Head Coach
2	Parent & Student-athlete*	Head Coach** & Athletic Director
3	Parent & Student-athlete*	Athletic Director & Principal
4	Parent & Student-athlete*	Superintendent
5	Parent & Student-athlete*	Board of Education President & Superintendent
6	Parent & Student-athlete*	Board of Education
<p><i>*Depending on circumstances, a student-athlete’s attendance at problem-solving meetings may be requested.</i> <i>**Depending on circumstances, assistant coaches may be requested to attend problem-solving meetings</i></p>		

B. If the parents or guardians of the student-athlete have any questions or concerns about their son/daughter or the program, they should contact the head coach by email or phone call to schedule a meeting. **BEFORE, DURING, OR IMMEDIATELY AFTER A GAME OR CONTEST IS COMPLETED IS NOT CONSIDERED A MUTUALLY AGREED UPON TIME BY THE COACHING STAFF.** If an incident occurs at the above-stated time it would be considered inappropriate and unacceptable. Before the parent can attend another contest, they must attend a meeting with the administration.

XXI. CUT POLICY

- A. Student-athletes may be cut from all levels of competition.
- B. Coaches or advisors may cut the squads based on the following criteria:
 - 1. Tryouts may be conducted by the coaching staff at each level of play
 - 2. Improper attitude of the individuals
- C. The selection of the team members should be based upon:
 - 1. overall talent and ability
 - 2. character, attitude & personality of the individual
 - 3. work habits and loyalty to the program
 - 4. positions needed on the team or activity
 - 5. classroom work/attendance
- D. Student-athletes that try out for a team and fail to make the team will not have to pay a participation fee.

XXII. SPECTATOR EJECTION FROM A CONTEST

If a spectator is ejected, by athletic officials or administration, from any contest in which Robinson High School is a participant, the following guidelines will be applied:

First Offense – A letter will be sent to the spectator. The letter will outline expectations on attendance at our contests and will outline consequences for subsequent offenses.

XXII. SPECTATOR EJECTION FROM A CONTEST {CONTINUED}

Second Offense – It is the responsibility of the ejected spectator to schedule a meeting with the principal / athletic director. Upon meeting with the principal/athletic director, the spectator will be suspended from attending the next contest at that same level and any other contests in between until that suspension is served.

Third Offense – The spectator will be suspended from ALL extracurricular events until a hearing is conducted with the board of education. The spectator will be responsible to contact the superintendent to schedule that hearing. The board will render consequences following that hearing.

If the behavior resulting in the ejection is determined by the administration to be so egregious that it has interfered with the safety of participants, coaches, officials, or other spectators or has interfered with the progress of the contest, the administration may suspend the spectator from attendance at all extracurricular events until a hearing is conducted with the board of education. This is in effect for four (4) years and or to be determined by the board of education.

XXIII. STUDENT-ATHLETE EXPECTATIONS, INFRACTIONS, AND CONSEQUENCES

I. Definitions

- A. Student-athlete
A student-athlete is a boy or girl in grades 9 through 12 participating in athletic practices and/or contests under the control and jurisdiction of Robinson Community Unit School District No. 2.
- B. Sport Season
Fall, winter, and spring seasons begin on the first day of practice allowed by the Illinois High School Association and end the day of the State Final in that particular sport.
- C. Drug
Alcohol and any substance considered illegal or controlled by the Food and Drug Administration; this is to include vapes/any component of a vape that contains substances other than tobacco cartridges.
- D. Tobacco
Tobacco: to include cigarettes and smokeless tobacco and e-cigarette/vapes/any component of a vape
- E. Athletic Suspension
Athletic suspension means loss of the privilege to participate in athletic contests. During the athletic suspension, the student-athlete will be expected to practice and travel with the team but shall not be permitted to dress in uniform.
- F. “In good standing”
1. All equipment and uniforms have been returned or replaced at present-day cost. An athlete will be denied future equipment and the privilege of participating in athletics until the financial charges have been paid.
 2. The athlete has attended practice on a regular basis.
 3. The coach may give the athlete his/her awards if injury or illness has prevented him/her from finishing the season with the team.

A student-athlete serving an athletic suspension due to an athletic code infraction for any length of time must attend all practices and contests. He/she must contribute positively to the team for the duration of the season(s) affected by the suspension. If the suspended athlete's behavior during

practices and/or contests negatively affects the team or is a poor representation of RHS, the athlete will be considered “not in good standing” in regard to RHS athletics. As a result, the athlete’s suspension will be applied in full to the next season in which he/she makes the team.

G. Exclusion

An exclusion means loss of the privilege to participate in practice, team travel, or participation in athletic contests. At the request of the coach with Administrative approval, practice and team travel may be allowed.

H. Evidence

Verifiable information/data is not limited to: electronic texts, digital media, pictures, social media posts, police reports, eyewitness accounts, etc.

I. Illegal Party

A gathering of 2 or more individuals where alcohol, drugs, or other illegal substances are present and available for a minor’s use. This will include activities within vehicles, etc.

II. ***Training Rules***

- A. The student-athlete shall not use or possess tobacco in any form.
- B. The student-athlete shall not possess, use, deliver, sell, transmit or attempt to possess, use, deliver, sell or transmit any alcoholic beverage, any non-prescribed or illegal drug, or any substance which the student believes or represents to be any of the foregoing, including, but not necessarily limited to look-a-likes.
- C. The student-athlete shall not violate any criminal offense of any jurisdiction, except for petty offenses such as speeding, stop and signal light violation, and the like. Conviction of a criminal offense is conclusive evidence that the student committed the offense. Other evidence may also demonstrate that an offense occurred, but mere arrest or charges are insufficient in and of themselves, to show that the student-athlete committed the offense.
- D. The student-athlete shall not host or attend an illegal party or other illegal activities. An illegal party shall be defined as a gathering of 2 or more individuals where alcohol, drugs or other illegal substances are present and available for a minor’s use. This will include activities within vehicles, etc.
- E. The head coach of each sport (subject to the approval of the athletic director) shall have the authority to specify additional training rules relating to health, safety, conduct, attitude, language use, and the like and may discipline student-athletes for violation of those training rules. Such discipline may include exclusion for serious offenses, or when lesser penalties have failed to deter violation.
- F. Students shall not falsify drug test specimens.

III. ***Rehabilitation Status***

First Communication

A student-athlete who comes forward to address an alcohol or drug problem not relating to any violation of the Athletic Code of Conduct and Responsibility will be required to:

- 1) Notify their parents or legal guardians
- 2) Agree to a formal medical evaluation and assessment of their condition
- 3) enroll in an approved assistance program, all at their own expense.

The student-athlete may return to playing status when it is medically safe for them to participate. This will be kept confidential and will NOT be considered a violation.

Second Communication

A second communication within one calendar year will result in exclusion from participation in athletic contests for six (6) months beginning with the time of communication. This will be considered a violation of the Athletic Code of Conduct and Responsibility.

IV. Drug Testing Procedures

- A. **Consent:** The parent and/or guardian and the student-athlete give consent for drug and/or steroid testing when they sign the Unit #2 Athletic Code of Conduct and Responsibility as a condition precedent to the student-athlete's participation in the athletic program. Any student-athlete who refuses to sign a written consent for drug testing will not be allowed to participate in any athletic program until the student-athlete signs such a consent. Any athlete who refuses to be tested will be suspended from the team for the remainder of the season and must submit to a test before entering another sport.
- B. **Medication:** student-athletes who have been or who are taking prescription medication must provide verification (either by a copy of the prescription or by doctor's authorization) prior to being tested. Students who refuse to provide verification and test positive will be subject to the actions specified below for "positive tests."
- C. **Student Selection:** All student-athletes may be tested at the beginning of each sport season. During each sport season, fall, winter, and spring, all athletes may be randomly tested for drugs and or steroids. At intervals of the sports season, testing may be conducted at random, unannounced times. Each student-athlete will be assigned a number at the beginning of his/her athletic career. The athletic director shall make a list of all such student-athletes cross-referencing the student and his/her respective number. Such list shall be maintained by the athletic director and the contents of the same shall remain confidential. When a selection is to be made, the numbers of all student-athletes shall be placed in a box and student leaders, with faculty supervision, will blindly draw the numbers of the appropriate number of students randomly from the box. Each testing cycle shall include at least 7 student-athletes to be tested for drugs and or steroids. After testing, a student-athlete's number will be returned to the testing population and subject to re-selection. The District specifically reserves the right to test any student-athlete at any time where reasonable suspicion of drug use is found to exist.
- D. **Testing:** Once a student-athlete is selected, the student-athlete will be accompanied by the testing agency personnel and/or school official of the same sex to a bathroom, where the student-athlete shall provide a sample of his/her urine in a verifiable manner. The student will not be under direct visual observation while providing the sample unless there is reason to believe that the student-athlete will alter or substitute the specimen to be provided. The sample will be labeled with the date and the student-athlete's number. The athletic director shall verify with the student the accuracy of the cross-referenced number to assure that it is the student's number. Thereafter, the sample shall be sent to a competent laboratory, which shall test the sample for the presence of drugs. The laboratory shall first test the sample using the enzyme multiplied immunoassay technique ("EMIT"). Any sample which tests positive is then re-tested using the gas chromatography/mass spectrometry method ("GC/MS"). The sample will not be tested for pregnancy or birth control or for prescription medications. The District and the testing laboratory shall closely monitor and record the chain of custody of the sample to assure accuracy and anonymity of the testing procedure. The only school personnel who will know of a selection shall be the athletic director, the head coach, and any staff member obtaining the sample. The only persons who shall be informed of the results of the drug test are the student-athlete, his or her parents or custodial parents or guardian, the athletic director, principal, assistant principal, and superintendent.

E. “Positive” Test: If a student’s sample tests positive under both the EMIT and GC/MS tests, the student-athlete, and his or her parents or guardians shall be notified of the results and shall meet with the athletic director and principal who shall give them an opportunity to explain the positive result. The student-athlete and his parents may also have the original sample retested using the tests described in the testing section at another lab if they so desire. This lab must be approved by the school district and the test will be at the expense of the student and their parents. If no satisfactory explanation is made to the athletic director and principal, the student-athlete shall be subject to the consequences of violations.

F. Falsifying Test: If a student alters or substitutes a specimen in an attempt to falsify results, the student and his/her parents or guardian shall be notified of the infraction and shall meet with the athletic director and principal. If the student is found to have altered or falsified a specimen the student will be suspended for one calendar year from the date of the infraction. If a second party is proven to have provided or aided in an attempt to falsify the results of a drug test, his/her parents will be notified of the incident. A meeting will be set up with the athletic director and principal. If the student is found to have assisted with falsifying a specimen, the student will be suspended for one calendar year from the date of the infraction.

G. Consent: By signing the Permission, Information, and Pledge sheet, we hereby acknowledge that we have received and have read and understand the Drug Testing procedures. We desire that our son/daughter participate in this program and in the interscholastic athletic program of Robinson High School and hereby agree to be subject to its terms. I accept the method of obtaining urine samples, testing and analyses of such specimens, and all other aspects of the program. I agree to cooperate in furnishing such urine samples, which may be required from time to time.

I further agree and consent to the disclosure of the sampling, testing, and results as provided for in this program. This consent is given pursuant to all State and Federal Privacy Statutes and is a waiver of rights to non-disclosure of such test records and results only to the extent such disclosure is authorized by this program.

V. *Consequences of Violations and Authority for Decisions*

A. The coach, athletic director, and principal shall be responsible for decisions relative to the violation of training rules. Penalties will be imposed based upon the collective judgment of the head coach, athletic director, and principal (within the scope of these rules) in the overall best interests of the athlete, the sport, the team, and the school. Due to the unique nature of the circumstances in each case, consequences for violations may vary and can include, but are not limited to the following:

a. Athletic suspensions ranging from one game to one year

i. The student-athlete and his/her parents will be required to schedule a conference with the coach and athletic director before returning to playing status. If there was a drug violation, the student-athlete shall be re-tested before beginning the next season for which he/she is eligible and at any time during any sports season in which he or she chooses to participate for the remainder of their high school career.

b. Participation in a school-approved assistance program

i. The student-athlete will not be allowed to participate in contests until they complete the assistance program. If there is a drug violation, they must take a weekly drug test at their own expense. They will not be allowed to participate in contests until they test negative and complete the assistance program. Successful completion may result in eligibility of playing status either **immediately**, or at the **beginning** of the next sports season. The student-athlete shall be re-tested before beginning the next season for which he/she is eligible and at any time during any sports season in which he or she chooses to participate for the remainder of their high school career

c. Documentation of community service hours

i. Community service must be approved by the athletic director or principal

B. All accusations or allegations of violations will be investigated as thoroughly and as reasonably as possible. This rule shall not apply to training rules established by coaches except in cases of suspension or exclusion. No suspension or exclusion will be imposed without the concurrence of the athletic director and principal. In all cases of suspension or exclusion, the student will be given the opportunity to respond to allegations or accusations of violations. Failure to respond and cooperate will be considered as an assurance that a violation occurred.

C. Consent: I agree to conduct myself according to the terms of this Athletic Code of Conduct and Responsibility. I also understand and agree that if I CHOOSE to violate any of the terms of the Athletic Code of Conduct and Responsibility, my CURRENT or FUTURE participation in athletics may be limited or terminated in addition to penalties or consequences that may result or be imposed for the violation under Robinson High School rules and policies or under civil or criminal laws.

VI. *Rights of Review in Case of Exclusion*

A. If a student is excluded from participation in athletics, the student-athlete and parents shall have the right to request a meeting with the coach, athletic director, and principal within seven (7) days of exclusion.

B. If unsatisfied with the first meeting, a student-athlete and parents shall have the right to request a hearing before the superintendent and board of education, or board committee or hearing officer which the board may appoint. The coach, athletic director, and/or principal shall present information to the board that violation(s) occurred which justify exclusion. The student and parents may present whatever relevant information they desire concerning the alleged violation(s) or the penalty which should be imposed. At such a hearing, there shall be no right to cross-examination or other formal procedures. No attorney shall be permitted to attend the hearing. The decision of the board of education shall be final.

VII. *Participation in Two Concurrent Sports*

Student-athletes will be allowed to participate in two concurrent sports. Before the seasons start, the coaches of shared student-athletes will meet with the athletic director to determine expectations of practice and contest participation for the duration of both seasons.

VIII. *Gang Membership*

Any student-athlete who associates with gang members, joins a gang, or is involved in gang-related behavior (graffiti, signs, colors, or other insignia) will be removed from all teams for the remainder of the school year. All awards will be forfeited as well as any chance to be nominated for any end-of-the-year scholarship awards.

IX. *Non-School Sponsored Sport Policy*

Statement of Purpose

The situation has arisen in the past and anticipated in the future that we may have interest from our student body to participate in IHSA sports that Community Unit #2 does not offer. We as a district have a wide base of activities offered to our students, however, we are not able to offer everything. We will do our best to accommodate our student body where practical and feasible.

The sports that are offered and the board approved by Community Unit #2 are listed in section V of this handbook.

If any student or group of students wishes to participate in any other IHSA-sponsored sport, the following guidelines must be met and adhered to.

1. The sport must be for individuals only, not a team sport. Students will compete as individuals only. The activity will be considered a club sport.
2. The club sport must be approved by the board of education.

3. Community Unit #2 will assume NO financial obligations whatsoever. This will include salaries, entry fees, transportation, lodging, meals, and any other expenses incurred by the club sport.
4. The club sport sponsor/coach must be IHSA approved and meet all guidelines outlined by the IHSA.
5. All IHSA bylaws must be followed. This will include but not be limited to eligibility, academic standing, age requirements, and any other guidelines pertinent to the activity.
6. All members of the club sport must have on file with the sponsor/coach the following: parental acknowledgment, verification of insurance coverage covering the activity, and a medical physical.
7. If the club sport will be entering the IHSA state series, all participants must have on file a signed Community Unit #2 Athletic Code of Conduct and Responsibility and abide by these regulations and consequences.
8. Any other regulations specified by the administration prior to board approval.
9. Any fund-raisers must be approved by the RHS principal and assistant principal.

XXIV. CONCUSSION PROTOCOL

CMH Athletic Training Services Concussion Protocol

According to the Vienna Concussion Conference Recommendations, athletes should complete the following step-wise process prior to return to play and Learning following sports-related concussion:

- Immediate removal from contest following signs and symptoms of concussion
- Document LOC (loss of consciousness), and confusion (name, city, month, day of week)
- Any LOC event will be transported to emergency services
- Rule out more serious intracranial pathology
- No return to play in current game or practice
- Medical evaluation following injury (by ATHLETIC TRAINING STAFF/MD or ER)
- Within 48 hours – XLNTBRAIN post-injury Test (*or as symptoms resolve to tolerable level*)
 - Coordinate with Athletic training Staff to set up appointment
 - XLNTBRAIN test results will be given to evaluating Physician, Nurse Practitioner, or Physician Assistant (as per guardian's request) licensed to practice medicine in all its branches in Illinois per IHSA rules.

Return To Learn

Guidelines

- May begin progression when 30 minutes of light cognitive activity is tolerated. This may include reading, writing, and drawing.
- Must report to case manager daily, usually school AT
- Teachers may need to apply mastery learning to reduce workloads and anxiety related to the perceived volume of makeup work.

Phase 1 (rest)

- Complete cognitive and physical rest for 24-48 hours.
- Will be re-evaluated to determine status at what level accommodations will be made.
- This will be based on daily symptom scores completed by the athlete in XLNTBRAIN SYSTEM

Phase 2 (part-time attendance with accommodations)

- Part-time attendance

- No note-taking (notes will be provided by instructors)
- Core subjects only and these may be alternated morning and afternoon until full-time attendance is tolerated
- Rest breaks away from triggers
- Prioritize assignments based on the necessity of students participation
- No tests or quizzes, homework based on symptom severity
- No physical activity unless directed otherwise by MD or AT

Phase 3 (full day with accommodations)

- Progress time at school and workload demands
- Allow symptom-based breaks
- Prioritize in-class learning
- No Physical exertion unless advised by MD or AT otherwise

Phase 4 (full day no accommodations)

- XLNTBRAIN test returned to baseline level
- No symptoms triggered and released to full academic workload

Phase 5 (progress to extracurricular)

- Must remain symptom free 24 hours

Return to Play Progression

1. May begin sub-symptom threshold cardiovascular activity such as walking or stationary biking for 10 min daily following 24-48 hours rest
2. When asymptomatic for 24 hours and Impact has returned to baseline levels then he or she can perform a more strenuous cardiovascular activity such as stationary bike and treadmill walking for 20 min.
3. If no return of symptoms with the more strenuous activity he or she can perform non-contact sport-specific drills.
4. If no return of symptoms during step 3 the athlete is released to participate in practice.
 - a. At this time post-exertional XLNTBRAIN testing will be performed.
5. If no return of symptoms during step 4 the athlete is released to full participation in the previous activity level.

IHSA policy requires athletes to provide a written release from a *Physician or Certified Athletic Trainer working with a physician prior to returning to play after being removed from interscholastic play with an apparent head injury.

**This refers to Physicians licensed to practice medicine in all branches*

http://bjsm.bmj.com/content/43/Suppl_1/i76.full.pdf

http://www.cdc.gov/concussion/headsup/return_to_play.html

ROBINSON HIGH SCHOOL

Student-Athlete Problem-Solving Communication Form

In order to most effectively resolve any issues within sport or activity, the following order of communication is necessary. This form must be completed in order by each district employee for the subsequent meeting to be scheduled. The RHS Athletic Handbook states the following:

CHAIN OF COMMAND FOR COMMUNICATION

A. If the players have any concerns or questions about the sports program, the player should contact the head coach first. Upon meeting with the coach, the student-athlete will be provided with a “Problem-Solving Communication” form to be completed at each step of the process. If a parent/guardian or student-athlete does not abide by the chain of command, they will not be allowed to attend any athletic contest until a meeting with the administration is held.

1	Student-athlete	Head Coach
2	Parent & Student-athlete*	Head Coach** & Athletic Director
3	Parent & Student-athlete*	Athletic Director & Principal
4	Parent & Student-athlete*	Superintendent
5	Parent & Student-athlete*	Board of Education President & Superintendent
6	Parent & Student-athlete*	Board of Education
<p><i>*Depending on circumstances, a student-athlete’s attendance at problem-solving meetings may be requested.</i></p> <p><i>**Depending on circumstances, assistant coaches may be requested to attend problem-solving meetings</i></p>		

B. If the parents or guardians of the student-athlete have any questions or concerns about their son/daughter or the program, they should contact the head coach by email or phone call to schedule a meeting. **BEFORE, DURING, OR IMMEDIATELY AFTER A GAME OR CONTEST IS COMPLETED IS NOT CONSIDERED A MUTUALLY AGREED UPON TIME BY THE COACHING STAFF.** If an incident occurs at the above-stated time it would be considered inappropriate and unacceptable. Before the parent can attend another contest, they must attend a meeting with the administration.

Order of Communication	Date and Time of Meeting	Signature of Robinson CUSD #2 Employee(s)	Non-District Employee Attendees
Head Coach	____/____/____ Start ____:____ End ____:____	_____ Postion _____ _____ Postion _____ _____ Postion _____	Name _____ Relationship _____ Name _____ Relationship _____
Head Coach & Athletic Director	____/____/____ Start ____:____ End ____:____	_____ Postion _____ _____ Postion _____ _____ Postion _____	Name _____ Relationship _____ Name _____ Relationship _____
Athletic Director & Principal	____/____/____ Start ____:____ End ____:____	_____ Postion _____ _____ Postion _____ _____ Postion _____	Name _____ Relationship _____ Name _____ Relationship _____
Superintendent	____/____/____ Start ____:____ End ____:____	_____ Postion _____ _____ Postion _____ _____ Postion _____	Name _____ Relationship _____ Name _____ Relationship _____
Board of Education President & Superintendent	____/____/____ Start ____:____ End ____:____	_____ Postion _____ _____ Postion _____ _____ Postion _____	Name _____ Relationship _____ Name _____ Relationship _____
<i>If no resolution is found during the meeting with the superintendent and the board of education president, the process of being added to the Robinson CUSD#2 Board of Education meeting's agenda will be provided and discussed.</i>			

