

# Colby Eagles

## 2024-2025

# Activities Handbook

Mr. Travis Betz-CMS/CHS Activities Director

Mr. Matt Sims-CHS Principal

Mr. Chris Gardner-CMS Principal

### Administrative Staff Directory

<u>Name</u>	<u>Title</u>	<u>Email</u>
Katina Brenn	Superintendent	<a href="mailto:kbrenn@colbyeagles.org">kbrenn@colbyeagles.org</a>
Matt Sims	HS Principal	<a href="mailto:msims@colbyeagles.org">msims@colbyeagles.org</a>
Chris Gardner	5-8 Principal	<a href="mailto:cgardner@colbyeagles.org">cgardner@colbyeagles.org</a>
Heather Stapp	K-4 Principal	<a href="mailto:hstapp@colbyeagles.org">hstapp@colbyeagles.org</a>
Travis Betz	7-12 Activities Director	<a href="mailto:tbetz@colbyeagles.org">tbetz@colbyeagles.org</a>

### Fall Activities Directory

<u>Name</u>	<u>Title</u>	<u>Email</u>
Chris Giersch	HS Cross Country	<a href="mailto:cgiersch@colbyeagles.org">cgiersch@colbyeagles.org</a>
Todd Murdock	MS Cross Country	<a href="mailto:tmurdock@colbyeagles.org">tmurdock@colbyeagles.org</a>
Ryan Mosier	HS Football	<a href="mailto:rmosier@colbyeagles.org">rmosier@colbyeagles.org</a>
Ryan Parker	MS Football	<a href="mailto:rparker@colbyeagles.org">rparker@colbyeagles.org</a>
Rick Williams	HS Girls Golf	<a href="mailto:rwilliams@colbyeagles.org">rwilliams@colbyeagles.org</a>
Wendy Weishaar	HS Girls Tennis	<a href="mailto:wwishaar@colbyeagles.org">wwishaar@colbyeagles.org</a>
Shelby Mosier	HS Volleyball	<a href="mailto:smosier@colbyeagles.org">smosier@colbyeagles.org</a>
Julie Rhea	8th Volleyball	<a href="mailto:jrhea@colbyeagles.org">jrhea@colbyeagles.org</a>
Brandi Niblock	7th Volleyball	<a href="mailto:bniblock@colbyeagles.org">bniblock@colbyeagles.org</a>
Trish Starbuck	HS Stuco	<a href="mailto:tstarbuck@colbyeagles.org">tstarbuck@colbyeagles.org</a>

### Winter Activities Directory

<u>Name</u>	<u>Title</u>	<u>Email</u>
Tom Stephens	HS Boys Basketball	<a href="mailto:coachstephens@yahoo.com">coachstephens@yahoo.com</a>
Yancey Walker	HS Girls Basketball	<a href="mailto:ywalker@colbyeagles.org">ywalker@colbyeagles.org</a>
Monica Kane	7th Girls Basketball	<a href="mailto:mkane@colbyeagles.org">mkane@colbyeagles.org</a>
Travis Vaughn	8th Girls Basketball	<a href="mailto:tvaughn@colbyeagles.org">tvaughn@colbyeagles.org</a>
Monica Kane	7th Boys Basketball	<a href="mailto:mkane@colbyeagles.org">mkane@colbyeagles.org</a>
	8th Boys Basketball	
Cole Garcia	HS Boys Wrestling	<a href="mailto:cgarcia@colbyeagles.org">cgarcia@colbyeagles.org</a>
Andrew Flanagan	HS Girls Wrestling	<a href="mailto:aflanagin@colbyeagles.org">aflanagin@colbyeagles.org</a>
Bryan Miller	MS Boys Wrestling	<a href="mailto:bmiller@colbyeagles.org">bmiller@colbyeagles.org</a>
James Carney	MS Girls Wrestling	<a href="mailto:jmcarney40@gmail.com">jmcarney40@gmail.com</a>
Denita Rodgers	HS Dance	<a href="mailto:drodgers@colbyeagles.org">drodgers@colbyeagles.org</a>
Kristi Bittel	HS Cheerleading	<a href="mailto:kbittel@colbyeagles.org">kbittel@colbyeagles.org</a>
Sherry Kinderknecht	MS Scholars Bowl	<a href="mailto:skinderknecht@colbyeagles.org">skinderknecht@colbyeagles.org</a>
Keith Thomas	HS Scholars Bowl	<a href="mailto:kthomas@colbyeagles.org">kthomas@colbyeagles.org</a>

## Spring Activities Directory

<u>Name</u>	<u>Title</u>	<u>Email</u>
Paige Gawith	Forensics	<a href="mailto:pgawith@colbyeagles.org">pgawith@colbyeagles.org</a>
Todd Kane	HS Baseball	<a href="mailto:tkane@colbyeagles.org">tkane@colbyeagles.org</a>
Rick Williams	HS Boys Golf	<a href="mailto:rwilliams@colbyeagles.org">rwilliams@colbyeagles.org</a>
Tucker Branum	HS Softball	<a href="mailto:tbranum@colbyeagles.org">tbranum@colbyeagles.org</a>
Wendy Weishaar	HS Boys Tennis	<a href="mailto:wweishaar@colbyeagles.org">wweishaar@colbyeagles.org</a>
Ryan Mosier	HS Boys Track and Field	<a href="mailto:rmosier@colbyeagles.org">rmosier@colbyeagles.org</a>
Mary Beth Flanagan	HS Girls Track and Field	<a href="mailto:mflanagin@colbyeagles.org">mflanagin@colbyeagles.org</a>
Rees McKinney	MS Boys Track and Field	
	MS Girls Track and Field	<a href="mailto:rmckinney@colbyeagles.org">rmckinney@colbyeagles.org</a>

### **KEY DATES**

July 1-7, 2024	Summer Moratorium
August 19, 2024	First day of Fall Sports Practice (FB, VB, XC, GTN, GGLF)
November 11-15, 2024	Fall Athletic Buffer Week
November 18, 2024	First day of Winter Sports Practice (BB, GBB, WR)
December 22-26, 2024	Winter Moratorium
March 3, 2025	First Day of Spring Sports Practice (TR, BSB, SFB, GLF, TN)

## Coaches Code of Ethics

### National Federation of State High School Associations

The function of a coach is to properly educate students through participation in interscholastic competition. The interscholastic program is designed to enhance academic achievement and never should interfere with opportunities for academic success. Each child should be treated as though he/she was the coaches' own, and the child's welfare shall be uppermost at all times. In recognition of this, the following guidelines for coaches have been adopted by the NFI Board of Directors.

- **The coach** must be aware that he or she has a tremendous influence, either good or bad, in the education of the student-athlete and, thus, shall never place the value of instilling the highest desirable ideals of character.
- **The coach** must constantly uphold the honor and dignity of the profession. In all personal contact with the student-athlete, officials, athletic directors, school administrators, the state high school athletic association, the media and the public, the coach shall strive to set an example of the highest ethical and moral conduct.
- **The coach** shall take an active role in the prevention of drug, alcohol and tobacco abuse and under no circumstances should authorize their use.
- **The coach** shall avoid the use of tobacco products when in contact with players.
- **The coach** shall promote the entire scholastic program of the school and direct his or her program in harmony with the total school program.
- **The coach** shall be acquainted thoroughly with the contest rules and is responsible for their interpretation to team members. The spirit and letter of rules should be regarded as mutual agreements. The coach shall not try to seek an advantage by circumvention of the spirit or letter of the rules.
- **Coaches** shall actively use their influence to enhance the sportsmanship by their spectators, working closely with cheerleaders, pep club sponsors, booster clubs and administrators.
- **Contest officials** shall have the respect and support of the coach. The coach shall not indulge in conduct which will incite players or spectators against the officials. Public criticism of officials or players is unethical.
- **Before and after events**, rival coaches should meet and exchange friendly greetings to set the correct tone for the event.
- **A coach** shall not exert pressure on faculty members to give student-athletes special consideration.
- **It is unethical** for coaches to scout opponents by any means other than those adopted by the league and/or state high school association.

## **THE KSHSAA CODE OF ETHICS FOR ATHLETIC COACHES**

Believing that mine is an important part in the nationwide school athletic program, I pledge to act in accordance with these principles.

- I will honor contracts regardless of possible inconvenience or financial loss.
- I will study the rules of the game, observe the work of other coaches and will, at all times, attempt to improve myself and the game.
- I will conduct myself in such a way that attention is drawn not to me, but to the young people playing the game.
- I will maintain my appearance in a manner befitting the dignity and importance of the game.
- I will cooperate with the news media in the interpretation and clarification of rules and/or other areas relating to good sportsmanship, but I will not make statements concerning "calls" after a game.
- I will uphold and abide by all rules of the KSHSAA and the National Federation.
- I will shape my character and conduct so as to be a worthy example to the young people who play under my jurisdiction.
- I will give my complete cooperation to the school which I serve and to the KSHSAA which I represent.
- I will cooperate and be professional in my association with other coaches or officials and will do nothing to cause them public embarrassment.
- I will keep in mind that the game is more important than the wishes of any individual.

## **Colby Public Schools Activities/Athletic Program Mission and Vision Statement**

The Colby Public Schools Activities/Athletic Program is an asset to the academic mission of the school and enhances all aspects of the school experience. We provide quality leadership, coaching, and administration for all participants in our programs. Our programs promote lifelong learning, community wellness, and produce productive citizens.

### **League Affiliation**

High School-Great West Activities Conference (GWAC): Colby, Goodland, Holcomb, Hugoton, Scott City, and Ulysses

Gate fees for all high school activities will be \$5 for adults and \$3 for students. All high school and middle school students will get in free to high school events when they show their student ID badge.

Middle School-GWAC: Colby, Goodland, Holcomb, Hugoton, Scott City, and Ulysses-Kepley

Gate fees for all middle school activities will be \$3 for adults and \$2 for students. All middle school and high school students will get in free to middle school events when they show their student ID badge.

### **Student Activities**

#### Eligibility for Activities

Unless otherwise provided herein, students who participate in any school activity shall meet the following requirements:

- Academic eligibility requirements

Any student meeting the following requirements shall be permitted to participate in district activities that are regulated, supervised, promoted, and developed by the Kansas State High School Activities Association ("KSHSAA").

The requirements include:

- being a resident of the school district;
- Being enrolled and attending a non public elementary or secondary school
- Complying with the health certification and inoculation requirements
- Meeting applicable age and eligibility requirements

- Paying any fees required by the district
- Seeking participation at the appropriate school of the district that corresponds to where the student resides

Any student attending a home school, who is a resident of the district and seeks to participate in a KSHSAA activity sponsored by the district, shall be deemed to meet any academic eligibility requirements established by KSHSAA for participation in such activity if:

- The student is maintaining satisfactory progress towards achievement or promotion to the next grade level; and The parent, teacher, or organization that provides instruction to the student submits an affidavit or transcript to KSHSAA indicating the student meets these academic eligibility

## **ADMINISTRATION OF BUILDING ACTIVITIES AND ATHLETICS**

The Athletic Director or designee has the responsibility for implementing the school building activity within the district guidelines. Buildings will comply with the requirements of law and the KSHSAA (Kansas State Activities Association) rules and laws.

### **Activity Fees**

Each student will be assessed an activity fee for each sport or activity (\$50) the student participates in (maximum fee charged is capped at three-\$150). This fee is used to offset the cost of towels, balls, equipment, etc. Students in physical education or strength training classes will be required to bring their own towel

## **SPONSORSHIP OF ACTIVITY AND ATHLETIC PROGRAMS**

Each club, organization, and class will have one or more faculty/staff sponsors who will act as an advisor and liaison representative with the administration. Each athletic program will have an appropriate number of coaches who meet district and KSHSAA qualifications and requirements.

## **PROGRAM GUIDELINES AND CONSTITUTIONS**

Coaches and sponsors must have rules, guidelines or constitutions approved by the administration before applying these rules, guidelines, and/or constitutions in their programs. These must be provided in writing to students participating in the programs. Coaches should have on file a record that students received a copy of these items. PLEASE NOTE THAT BOARD POLICY SUPERSEDES INDIVIDUAL SCHOOL RULES. SCHOOL RULES SUPERCEDE INDIVIDUAL ACTIVITY AND/OR ATHLETIC PROGRAM RULES.

## **FUNDRAISING**

Fundraising may occur for school sponsored curricular and extracurricular athletics or activities according to Board Policy.

## **LINES OF COMMUNICATION**

There may be times when you have a concern about your student's participation on our teams and/or in our programs. When these concerns arise, we ask that you use the following chain of communication to deal with the concerns:

- \*First:** Ask your student to talk with the coach or sponsor about the concerns.
- \*Second:** If the issues have not been resolved by the coach or sponsor and student, Then the parent/legal guardian should request a meeting with the coach or sponsor outside of class time, practice time, and event time. The coach or sponsor may request that the student attend this meeting. Please take the time to talk directly with the coach or sponsor so that you get the coach's or sponsor's point of view directly.
- \*Third:** If these two steps have not succeeded, then the parent/legal guardian may request a meeting with the Activities Director at the school. The student, coach or sponsor will be included in this meeting.
- \*Fourth:** If resolution has not been achieved, the parent/legal guardian and student may request a meeting with the Principal, in which the coach or sponsor, parent, student and Activities Director will attend. We hope that the concerns can be addressed at the site level.
- \*Fifth:** If questions continue to exist, the parent/legal guardian may request a review by the Superintendent. The Superintendent will review the steps taken and may hold a meeting in which the parent/guardian, student, coach, assistant principal and/or principal may be asked to attend.
- \*Sixth:** We would request that you initiate this chain of communication when you first believe a concern warrants communication with the school. The sooner that we are aware of the concern, the sooner we can attempt to address the concern.

Topics that will not be addressed by administrators in these meetings include playing time, game strategies, playing level, starters on teams, and comparison of students' skills.

These are decisions properly made by and discussed with our coaches and sponsors, and we support the freedom of coaches or sponsors to make these types of decisions. We believe that by using this approach, most of the concerns can be addressed and resolved at the most appropriate level. Furthermore, we do not address anonymous letters.

## **KSHSAA GUIDELINES**

Colby Public Schools will be in compliance with all KSHSAA rules. KSHSAA rules apply to grades 7-12. The Middle School and the High School will have a copy of the most recent KSHSAA handbook, rules, and by-laws in its office. Further reference to KSHSAA rules can be accessed at [www.kshsaa.org](http://www.kshsaa.org). Some KSHSAA rules will be referenced in this handbook.

### **STUDENT PHYSICAL EXAMINATIONS AND INSURANCE**

(Board Policy JH) Students are not eligible to practice or represent their school in interscholastic athletics until there is a signed statement by a practicing physician, physician's assistant or qualified medical personnel on file with the school certifying that the student has passed an adequate physical examination and is physically fit to participate in interscholastic athletics. This statement shall also be signed by a parent or legal guardian stating the student has permission to participate. Students must have on file with the office of the activities director a completed physical examination PPE form provided by the KSHSAA before any athlete can participate in practice or games as well as acknowledgement of risk and informed consent forms. An emergency medical authorization and athletic information/agreement form must be completed by the parent or guardian of each participant. These forms must be returned to the activities director prior to any athletic practice or participation. FORMS CANNOT BE SUBMITTED TO THE COACH OR SPONSOR. This form gives permission to have the participant treated at a doctor's office or hospital in the event there is a need for emergency medical treatment. Colby Public Schools does not carry an accident insurance policy to cover injuries sustained in the athletic programs offered by Colby Public Schools. Accident insurance is the responsibility of the parents or guardians of the students.

### **ELIGIBILITY OF TRANSFER STUDENTS**

All transfer students and as well as enrollment option students and open enrollment students are subject to KSHSAA by-laws and interpretations to gain eligibility.

### **SCHOOL ATTENDANCE ON GAME/PERFORMANCE DAYS**

Students are to be present the day of an activity or practice. A school day is defined as attending classes in which the student is enrolled. If a student is ill and does not attend class by lunch, he/she will not participate in either practice or an event. Some exceptions include doctor appointments, school activities, school-sponsored work release, attending a funeral or other emergencies as approved by the administration. Students are expected to be in attendance at classes the day following a contest or activity regardless of the arrival time home unless approval is obtained from the administration prior to the event. Absences not approved will be considered unexcused.

## **ACTIVITIES AND ATHLETIC EVENTS ON HOLIDAYS**

All athletic team and student activities, including rehearsals and/or meetings, are not to occur on the following nationally recognized holidays. Exceptions must have prior approval of the Board of Education:

- Thanksgiving Day
- Christmas Day

Participants who are not able to attend practice or activity during the above holidays are not to be subject to punishment. Vacation days, conference days, recesses, etc., as stated on the District calendar, are not considered holidays. Coaches, sponsors, and administrators should be mindful of the religious holidays that occur during the school year and plan appropriately.

## **PRACTICES/REHEARSALS ON SUNDAYS**

Sunday practices will not be allowed unless there is a state-level or state-qualifying competition on the following Monday or Tuesday. Students and parents are to receive as much advance notice of possible Sunday dates and times as possible during the season and year.

## **ACTIVITIES ON WEDNESDAYS**

Students participating in practices on Wednesdays must be released and out of the buildings by 6:30 p.m. With superintendent approval, school activities may be scheduled after 6:00 pm on Wednesday evenings.

## **PRACTICES AND ACTIVITIES ON INCLEMENT WEATHER DAYS**

When school is called off early or there is no school due to severe winter weather, there will be no practice unless prior approval by the activities director and/or superintendent. As a general rule all contests will be postponed as close to 1:00pm on the day or the previous day the contest is scheduled.

## **HIRING PROCEDURES FOR COACHES AND SPONSORS**

### **Coaching and Sponsor Vacancy Identified**

- a. The Athletic Director will notify the Superintendent, Building Principal, and Board of Education.
- b. Per Board Policy- The board delegates recruiting authority to the Athletic Director. The superintendent may involve administrators and other employees.

## RESPONSIBILITIES OF COACHES AND SPONSORS

The Colby Activities Department believes in 7-12 alignment throughout all our programs. The High School Head coach should strive to create an atmosphere of collaboration with the Middle school staff to develop a complete program. This will be facilitated through staff development, professional interaction, and effective communication skills.

Other duties include, but may not be limited to:

1. Assisting the AD in assembling the staff and ensuring all coaches are aware of KSHSAA rules and USD 315 policies. All questions regarding KSHSAA policy should be directed through the AD office. **DO NOT** call KSHSAA directly!
2. Ensuring that all student-athletes have the appropriate paperwork on file in the AD office. (PPE, Concussion, Risk of Injury, Emergency Contact) Update your roster frequently to ensure we have made the appropriate changes.
3. File appropriate Travel Request forms (Frontline) with AD, Transportation Director, and your Building Administrator. (Two weeks before 1st competition)
4. It is recommended that all coaches have a Pre-Season Parent meeting.
  - Create team rules/expectations and provide a copy for the AD.
  - Create a lettering policy that is fair, yet challenging. It is an honor to letter; do not water it down.
  - Communicate your expectations of how parents can support your program.
5. Supervise student-athletes before, during, and after all practices and competitions including but not limited to: locker rooms, weight room, training room, fields, gyms, track, and road trips.
6. Create a practice plan that ensures development of all student-athletes.
  - Ensure the general health and welfare of all student-athletes in the program.
  - Provide the “best” possible care to any athlete who is injured, ill, or otherwise incapacitated.
  - Use the appropriate Accident Report Form when necessary-**Make sure you contact parents within 24 hours and file the report with the building administrator within 48 hours**
7. Ensure that all players are properly informed of KSHSAA rules and conduct themselves with respect and dignity while representing USD 315.
8. Maintain equipment, locker rooms, and facilities to the best of their ability.
9. Cooperate with local media outlets.
10. Complete a post-season evaluation/conference with the AD.

Items to be discussed will include: Staff evaluations, Lettermen, Equipment and Facility Needs, Inventory, and Expectations of the Program

## SUMMER CONDITIONING ACTIVITIES

Each summer, the weight room is open Monday-Friday beginning Tuesday after Memorial Day. Weight room hours are from 6:00-10:00 a.m. A program is produced by the Weights Instructor

for athletes to follow. Various coaches will have team camps and team sessions scheduled throughout the year. We encourage our student athletes to attend these sessions.

## **TRANSPORTATION**

Each coach or sponsor is required to fill out an (MLP) on Frontline Education. This form should be filled out at least one week prior to the competition. This form will identify the where and when of the event that particular activity will be competing and traveling.

## **OVERNIGHT TRIPS**

Any travel involving overnight accommodations must be approved by the principal or designee. The coach or club or activity sponsor will provide the travel and trip plan to the principal or designee within the deadline established by the Principal or designee. The coach or club or activity sponsor will have emergency information on all participating students during the trip. Separate overnight accommodations will be provided for students of each biological sex. "Biological sex" means the biological indication of male and female in the context of reproductive potential or capacity at birth.

## **TRAVEL AND TRIPS WITH STUDENT GROUPS**

A student, while traveling, is expected to act in a positive, responsible manner at all times. If the student is to dress at the visitor's facility he/she is expected to dress for the trip and behave at the activity in a way that will bring credit to his/her fellow students, school, and district. While on the bus, he/she will keep hands inside the bus, say nothing to passing motorists or pedestrians, and talk and act in a manner that will not disturb the bus driver. No food will be eaten on the bus unless the coach has gained prior permission from the driver. Any time students are either representing the school or accompanied by teachers, or both, such students and their coaches or sponsors will be transported in school-provided vehicles unless specific arrangements (written note) has been made with the administration or coach/sponsor. Per board policy JGG, when the district provides transportation to an activity, participating students are prohibited from driving personal automobiles to and from district-sponsored activities held during the school day unless authorized in writing by the student's parent or guardian. All student groups participating in a school-approved activity must depart from the school grounds and return to the school grounds as normal procedure. Responsibility of the district for the safety of students begins at the point of departure from school premises and ends at such time that students are released from the school premises after returning from the activity.

## **DOCTOR'S RELEASE**

Students are not eligible to practice or represent their school in interscholastic athletics until there is a signed statement by a practicing physician, physician's assistant or qualified medical personnel on file with the school certifying that the student has passed an adequate physical examination and is physically fit to participate in interscholastic athletics. This statement shall also be signed by a parent or legal guardian stating the student has permission to participate. Students must have on file with the office of the activities director a completed physical examination PPE form provided by the KSHSAA before any athlete can participate in practice or games as well as acknowledgement of risk and informed consent forms. An emergency medical authorization and athletic information/agreement form must be completed by the parent or guardian of each participant. These forms must be returned to the activities director prior to any athletic practice or participation. This form gives permission to have the participant treated at a doctor's office or hospital in the event there is a need for emergency medical treatment.

## **CONCUSSION MANAGEMENT POLICY**

Based on Kansas law, effective July 1, 2011, any student participating in athletics or spirit MUST have on file with the school a Concussion and Head Injury Information Release Form signed by both a parent/guardian and the student. This form must be on file before the student participates in their first practice of the school year. Recognition and Management if an athlete exhibits any signs, symptoms or behaviors that make you suspicious of a concussion, the athlete must be removed from play and closely observed. Sustaining another head injury after a concussion can lead to worsening concussion symptoms, increased risk for further injury and, rarely, death. Parents/guardians and coaches are not expected to "diagnose" a concussion. That is the role of an appropriate health-care professional. However, everyone involved in athletics must be aware of the signs, symptoms and behaviors associated with a concussion. If you suspect that an athlete may have a concussion, then the athlete must be immediately removed from all physical activity. When you suspect that a player has a concussion, follow the "Heads Up" 4-step Action Plan.

1. Remove the athlete from play.
2. Ensure the athlete is evaluated by an appropriate health-care professional. (RED FLAGS: If any red flag present, the athlete should go to the emergency department)
3. Inform the athlete's parents/guardians about the possible concussion and give them information on concussion.
4. Keep the athlete out of play the day of the injury, and until an appropriate health-care professional says the athlete is symptom-free and gives the okay to return to activity.

## **EXTREME HEAT CONDITIONS**

### KSHSAA RECOMMENDED HEAT ILLNESS PREVENTION STRATEGIES

1. Follow a proper heat acclimatization program (See next section – Heat Acclimatization)
2. Keep athletes hydrated. Allow unrestricted access to water during practice and games (See HYDRATION section of this document).
3. Each school or district should develop a heat contingency policy based on heat index or wet bulb globe temperature (WBGT). Your policy should address the following modifications:
  - a. Modify use of equipment if necessary. Remove excess clothing, pads, helmets and other equipment.
  - b. Increase breaks during practice when appropriate to provide water/sports drinks and shade.
  - c. Change practice times to early mornings or evenings per heat index policy.
  - d. Limit practice time if necessary.
  - e. Give adequate cooling breaks between practice times.

The wet bulb globe temperature is the gold standard to measure environmental conditions during exercise, but does require a specific monitor that will measure the WBGT at your local practice site. The WBGT takes temperature, humidity, wind speed, sun angle and cloud cover into account. The heat index level can be obtained several ways. Heat index meters are available for purchase. If you do not have access to a device to use onsite to obtain the WBGT or heat index,

4. Don't allow an athlete with fever, nausea/vomiting, or other illness to practice or play in a contest.
5. A cooling area should be established and available at all times. This could be an area of shade, a tent or immediate access to an air conditioned facility. A polar pod should be located in the cooling area. The water temperature should be 35-58 degrees and the tub should be large enough to submerge someone up to their torso in a seated position. If a tub is not available, rotating wet ice towels over the entire body, dousing the person with cold water through a hose, or a cold shower could be other rapid cooling options.
6. Make sure your athletes are taking care of their overall health
  - a. Adequate sleep
  - b. Proper nutrition
  - c. Proper hydration habits throughout the week .
7. Be prepared. Have an Emergency Action Plan that has been practiced and reviewed in case an athlete has a heat illness.
  - a. When rapid onsite cooling is necessary, ALWAYS COOL THE ATHLETE FIRST AND TRANSPORT SECOND! Be sure this protocol is rehearsed and reviewed with your coaches and local EMS personnel BEFORE practices begin each August.
  - b. Have trained personnel available
  - c. Know your athletes and their health histories – Coaches and other staff, including athletic trainers, should always be aware of each athlete's risk factors for heat illness.

d. Coaches MUST know their at-risk athletes and modify their activity accordingly. Student athletes who have sickle cell trait, a previous history of exertional heat illness, are obese, are unfit or are recovering from a recent illness are all more susceptible to heat illness.

e. Know your school's heat contingency policy.

f. Educate coaches, staff, athletes and parents to recognize and treat heat illness.

Prevention and early recognition is critical to avoiding heat illness.

f. Have the proper equipment to recognize and treat heat illness.

The following is a recommended list of equipment that should be available at any warm weather practice: – Wet bulb globe thermometer or heat index monitor – Polar Pod – Ice immediately available for polar pod – Water source (such as garden hose) – Ice towels (towels submerged in ice water) – Tent, shaded area or access to an air conditioned facility

### **MINIMUM SUPERVISION COVERAGE OF ATHLETIC CONTEST**

The activities director, or the designated game or meet manager by assignment, is responsible for supervision at interscholastic contests. Head coaches are responsible for squad members, including managers, etc. during athletic contests. In limited cases, head coaches or opposing administrators will be designated for supervision of their athletic contest. With the number of scheduled contests, it is impossible for the activities director and principal to be physically present at every event.

### **RESPONSIBILITIES OF PARENTS/GUARDIANS**

Coaches, student-athletes, and parents all play a vital role in the success of our Activities Department. The foundation of the Colby Activities Department is to teach important life-lessons like commitment, discipline, hard work, sacrifice, and teamwork. Through “intentional coaching”, we believe sports can build character in young people. These principles can and will impact your child's success not only in athletics, but also throughout their lives. Rob Miller, from Proactive Coaching, LLC, presented the following ideas that can help you assist your child's development through activities.

1. Release your child to the sport/game. Your child should be participating in activities because THEY want to, not because you want to live through them.

2. Do your best to understand the rules and expectations of your child's activity. We offer a broad range of activities, helping your child determine which one best fits their ability, passion, and talents.

3. Release your child to the coach. We have assembled a strong coaching staff and it is important that you allow the coach to do his/her job. Be supportive of the coaching staff and the time and effort they put into your child's team.

4. During appropriate times, you can and should communicate the following items with the coaching staff:

- Academics
- Injuries
- Behavioral concerns from your child that you do not approve.

5. Release your child to their role on the team. Not everyone can be a starter; understand where your child fits into the dynamics of the TEAM concept.

6. Avoid negative conferences with the coaching staff:

- Game-time decisions
- Play-calling
- Playing Time

Remember, at every activity there are four major roles:

1. Coaches
2. Athletes
3. Officials
4. Spectators – Do this to the best of your ability and represent the community of Colby in a positive manner!

## **BOOSTER CLUB**

The Booster Club is a great opportunity for you to become involved by supporting your child's athletic endeavors. The Booster Club has helped with the completion of many projects for our activities. They meet the first Wednesday of every month at the Colby Administrative Office.

## **RESPONSIBILITIES OF PARTICIPANTS**

As a valued member of the Colby Activities Department, I will use my talents to attain a quality education and earn my high school diploma. Although time commitments are demanding in-season, I will attend class, communicate with my teachers regarding any absences due to athletic events, and maintain academic eligibility. I will do my best to represent USD 315 and the community of Colby in a positive manner. I will display good sportsmanship, understand and follow KSHSAA rules, and obey team rules and policies set forth by my coaching staff. I will do my best to become a better person, a better student, and a better athlete bringing positive recognition to USD 315 and the community of Colby.

## **HAZING**

There shall be no initiation of any kind at Colby Public Schools involving district students. Any student who hazes, badgers or in any way attempts to initiate another student will be subject to disciplinary action.

## ACTIVITIES CODE OF CONDUCT

Students involved in extracurricular activities shall not manufacture, distribute, dispense, possess, use or be under the influence of illicit drugs, controlled substances, alcoholic beverages, or tobacco products (including electronic cigarettes). This policy is in effect from the first day of fall practice through the end of the last competition or activity of the spring season. This policy is in effect when students are attending summer camps or workshops as a representative of Colby Public Schools. Consequences will be implemented for violations of this policy when substantiated and after the substantiated violation is reported by the student. "Substantiated" is defined as: Actual witness to the violation by a coach, activity sponsor, or school administrator, teacher, law enforcement officer, or self reported by the student and/or that student's parent/guardian. **Students are subject to the following consequences for violation of this policy:**

**First Violation**-The student will be denied the privilege of participating in any extracurricular activities for 25% of the activities of the present season. This consequence may be pro-rated over two seasons if the present season is more than 75% completed.

1. If the student self reports to an administrator before being questioned by an administrator, the period of eligibility shall be reduced to 15%
2. Also, ten percent may be subtracted from the consequence if the student completes a four-hour educational component on substance abuse provided by an agency approved by the school administration. Any expenses for this course will be the responsibility of the student/parents. The educational component must be completed and verified before resuming participation in activities/athletics.
3. A minimum suspension of one game or activity event will be imposed if "1" and "2" above are done by the student.

**Second Violation**-The student will be denied the privilege of participating in any extracurricular activities for 60% of the activities of the present season. This consequence may be pro-rated over two seasons if the present season is more than 40% completed.

4. If the student self reports to an administrator before being questioned by an administrator, the period of eligibility shall be reduced to 50%
5. Also, ten percent may be subtracted from the consequence if the student completes an eight-hour educational component on substance abuse provided by an agency approved by the school administration. Any expenses for this course will be the responsibility of the student/parents. The educational component must be completed and verified before resuming participation in activities/athletics. This consequence is applicable if a student has been suspended under the first offense within the past 365 days.

**Third Violation-**The student will be denied the privilege of participating in any extracurricular activities for 365 days from the latest substantiated violation of the policy.

A student may practice (rehearse/sit in on meetings with the team/club/extracurricular activity) if the student has eligibility remaining after the consequence is completed. If the student has had no other violations for 365 days, the student will be considered in good standing (back to pre-first offense). Notification of a violation to the individual and the individual's guardian will be the responsibility of the activities director/building administrator. Nothing in this policy is intended to diminish the ability of the district to take other disciplinary action against the student in accordance with other policies governing student discipline.