BUSHNELL-PRAIRIE CITY SCHOOL DISTRICT #170

ATHLETIC HANDBOOK

2024-2025



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ATHLETIC HANDBOOK

Bushnell-Prairie City School District #170 2024-2025

STATEMENT OF PHILOSOPHY

We believe that interscholastic athletics are an integral part of the total curriculum of High and Middle Schools. It is our goal to develop and conduct an athletic program that is consistent with the philosophy of education of Bushnell-Prairie City School District #170, athletics should:

- be available for all students who are physically able to participate;
- be educational and must contain desirable learning experiences; fit harmoniously in the overall educational program; be controlled by the established local and state authorities; and have leadership by certified personnel as sanctioned by the Illinois High School Association (IHSA) and the Illinois Elementary School Association (IESA);
- promote improvement of health and happiness, development of physical and emotional skills, and demonstration of social competence;
- promote the display of high moral values, encourage a sense of cooperation and spirit, and support development of self-control.
- help student athletes come to understand and value the democratic process and realization of group goals;
- be equitable and free of bias for all participants;
- provide instruction with an emphasis on physical development, skills, social experience and good sportsmanship at the junior high level; and
- be competitive at the high school level.

RESPONSIBILITIES OF PARTICIPANTS

The privilege of participation in our athletic program is extended to students who are willing to assume certain responsibilities. The athlete's greatest responsibility is to be a credit to themselves, their parents, their school and their community. The following are expected:

- high standards of acceptable social behavior;
- outstanding sportsmanship;
- proper respect to our flag, opponents, game officials, coaches, and teammates; and
- commitment to learning and maintaining academic excellence.

GUIDELINES FOR ELIGIBILITY

Bushnell-Prairie City School District is a member of the Illinois Elementary School Association (IESA), the Illinois High School Association (IHSA), the Sand Valley Conference, the Prairieland Conference and the 8-Man Conference. In order to represent Bushnell-Prairie City School District #170 in any interscholastic competition, a student must:

• meet all eligibility rules of the IESA and IHSA as well as those of the school district

- meet all eligibility rules of the Bushnell-Prairie City School District to include (see Board of Education Policy 6:190 Extracurricular and Co-Curricular Activities).
- pass <u>all</u> course work in order to participate in extracurricular and co-curricular activities;
- turn in a physical examination card to the coach or office;
- meet the requirements for insurance (purchase individual insurance or signed waiver);
- submit completed and signed forms
 - o Drug Testing Policy Consent/Authorization
 - o Medical Release Form for Consent to Treatment of Minors
 - o Insurance Statement or Waiver
 - Athletic Handbook Signature Card

A student may not participate in contests or practices and will not be able to utilize transportation until all required forms have been completed and signed, and a completed and timely physical is on file. Students may not participate in multiple sports that have overlapping seasons.

Academic Eligibility

Bushnell-Prairie City requires *passing work* in all credit hours of schoolwork per *eligibility period*.

Passing work shall be defined as work of such a grade that if on any given date a student should transfer to another school, passing grades for the courses would immediately be certified on the student-athletes' transcript to the transfer school.

The *eligibility period* is from Monday through Sunday of the following week. Preliminary eligibility is due Thursday at noon and coaches and athletes will be notified. Eligibility is determined on Friday at noon. After three weeks of ineligibility, the student may be asked by the coach to resign from the team.

Semester Eligibility (High School only): A student must pass all courses in a semester in order to be eligible to participate in an athletic or extra-curricular activity during the subsequent semester. Only students who are currently eligible to participate in an interscholastic athletic contest shall appear at the contest in the uniform of their school. (IHSA Bylaw 3.141)

CODE OF CONDUCT

This Code of Conduct applies to all extracurricular and athletic activities and is enforced 365 days a year, 24 hours a day.

This Code does not contain a complete list of inappropriate behaviors. Violations will be treated cumulatively, with disciplinary penalties increasing with subsequent violations. A student may be excluded from extracurricular or athletic activities while the school is conducting an investigation into the student's conduct.

Students and their parents/guardians are encouraged to seek assistance from a properly certified provider for alcohol or other drug problems. Participation in an alcohol or drug counseling program will be taken into consideration in determining consequences for Code of Conduct violations. Participation in an alcohol, drug or other outside counseling program will be at the personal expense of the student. Neither cooperative district shall assume financial responsibility for the evaluation, diagnosis, or treatment of the student athlete.

The student shall not:

- 1. violate the school rules and School District policies on student discipline including policies and procedures on student behavior, and written rules for the extracurricular or athletic activity;
- 2. ingest or otherwise use, possess, buy, sell, offer to sell, barter, or distribute a beverage containing alcohol (except for religious purposes);
- 3. ingest or otherwise use possess, buy, sell, offer to sell, barter, or distribute tobacco or nicotine in any form;
- 4. ingest or otherwise use, possess, buy, sell, offer to sell, barter, or distribute any product composed purely of caffeine in a loose powdered form or any illegal substance (including mood-altering and performance enhancing drugs or chemicals) or paraphernalia;
- 5. use, possess, buy, sell, offer to sell, barter, or distribute any object that is or could be considered a weapon or any item that is a look alike weapon. This prohibition does not prohibit legal use of weapons in cooking and in athletics, such as archery, martial arts practice, target shooting, hunting, and skeet;
- 6. attend a party or other gathering and/or ride in a vehicle where alcoholic beverages and/or controlled substances are being consumed by minors;
- 7. act in an unsportsmanlike manner;
- 8. violate any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and reckless driving;
- 9. *haze* or *bully* other students;
- 10. behave in a manner that is detrimental to the good of the group or school;
- 11. be insubordinate or disrespectful toward the activity's sponsors or team's coaching staff; or
- 12. falsify any information contained on any permit or permission form required by the extracurricular or athletic activity.

Hazing is any humiliating or dangerous activity expected of a student to belong to a team or group, regardless of his or her willingness to participate.

Bullying includes cyber-bullying (bullying through the use of technology or any electronic communication) and means any physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

- 1. placing the student or students in reasonable fear of harm to the student's or students' person or property;
- 2. causing a detrimental effect on the student's or students' physical or mental health;

- 3. interfering with the student's or students' academic performance; or
- 4. interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Violations of the Code of Conduct may result in disciplinary action.

Duration

Student athletes have two "careers"; one in grades 5 through 8 and one in grades 9 through 12. Violations to the Code of Conduct will be tabulated in each category for the career of the student athlete, however any violation that results in a lengthy consequence may carry over from one career to the next. In other words, if a violation occurs during the student athlete's 5-8 career segment, the student athlete will serve the consequences for his/her actions during his/her next active participation. These consequences could carry over to his/her 9-12 career, after which the student athlete would be considered to have zero violations for that career segment.

When a violation occurs while a student athlete is not in a season, the consequences will be administered during their next active participation. For the consequences to be served, a student-athlete must successfully complete the season in which the consequences are served.

Due Process Procedures

Students who are accused of violating the Code of Conduct are entitled to the following due process:

- 1. The student shall be advised of the disciplinary infraction with which they are being charged.
- 2. The student shall be entitled to a hearing before an appropriate administrator.
- 3. The student will be able to respond to any charges leveled against him or her.
- 4. The student may provide any additional information they wish for the administrator to consider.
- 5. The administrator, with the help of other staff members if needed, may interview material witnesses or others with evidence concerning the case. Note: The administration staff will investigate allegations when an occurrence happens on school property, is acted upon by law enforcement, or reported by individuals that are willing to leave their name. Anonymous reports will be investigated at the discretion of the principal.
- 6. If the administrator finds, after reviewing the evidence, that the violation occurred, they will impose sanctions on the student, as follows in 6a through 6d below:

Sanctions, including suspensions, will commence at the time of the first competition/performance date scheduled following the completion of the administrator's investigation.)

There may be circumstances where a "percentage of competitions" is not applicable due to the specific activity in which an individual participates. If circumstances like this arise, the building principal may consult with the extracurricular council to then assign appropriate sanctions.

In the event there are not enough contests/performances remaining to implement the entirety of the sanctions assigned during the most immediate season, the penalty will extend to the following season in which the student participates.

- a. Sanctions for violations, other than those following in sections 6b thru 6e, will be based on the nature of the offense and the number of offenses, and may include suspension from all extracurricular or athletic activities for one of the time periods described below:
 - A specified period of time or percentage of events, performances, activities or competitions; or
 - The remainder of the season or for the next season; or
 - A period of one calendar year; or
 - The remainder of the student's school career.
- b. The sale, distribution, possession or use of alcohol, illegal drugs, inhalants, drug paraphernalia, look-alike drugs/alcohol, tobacco products, tobacco look-alike products, e-cigarettes, other vaping products or illegal steroids are prohibited.

First Offense

- A suspension from all athletic and extracurricular activities as a participant for 40% of scheduled contests/performances (2 contest/performance minimum).
- If the student chooses to complete an evaluation by MDH Behavioral Health Services, complete any recommended counseling through MDH, or another properly certified provider, the suspension will be reduced to 25% of scheduled contests/performances (1 contest/performance minimum).

Second Offense and Any Additional Violations

- Students will not be allowed to participate in athletics or extracurricular activities for a period of one calendar year.
- c. The involvement in any situation where alcohol, illegal drugs, inhalants, or steroids are illegally present is also prohibited. If a student is observed in one of these situations, the following penalties will be imposed.

First Offense

• A suspension from all athletic and extracurricular activities as a

participant for 10% of scheduled contests/performances (1 contest/performance minimum).

Second Offense

- A suspension from all athletic and extracurricular activities as a participant for 50% of scheduled contests/performances (2 contest/performance minimum).
- If the student chooses to complete an evaluation by MDH Behavioral Health Services, complete any recommended counseling through MDH, or another properly certified provider, then the suspension will be reduced to 25% of scheduled contests/performances (2 contest/performance minimum).

Third Offense and Any Additional Violations:

- Students will not be allowed participation in athletics or extracurricular activities for a period of one calendar year.
- d. Unlawful violations or criminal activity, including but not limited to stealing, theft, possession of stolen property, battery, assault, vandalism, gang activity, burglary or any other action that involves the potential of serious harm to persons or property will not be tolerated.

First Offense

• Suspension from all athletic and extracurricular events as a participant for 50% of scheduled contests/performances (2 contest/performance minimum).

Second Offense

• Suspension from all athletic and extracurricular events as a participant for 100% of scheduled contests/performances (3 contest/performance minimum).

Third Offense and Any Additional Violations

- Students will not be allowed participation in athletics or extracurricular activities for a period of one calendar year.
- 7. The appropriate administrator will make a written report of his or her decision and rationale. The student may appeal the decision to the Extracurricular Council.

All students remain subject to all the School District's policies and the school's student/parent handbook.

Due Process: Athletic Council

Any athlete may request to meet with the Athletic Council. The Council reserves the right to meet concerning any athletic code violation. Due to extenuating circumstances, the Athletic

Council reserves the right to recommend a student-athlete for expulsion for a first offense violation for the use, possession, or sale of alcohol, drugs, drug paraphernalia, or look-a-like drugs/alcohol.

The Athletic Council shall consist of the following people:

- 1. Building Principal
- 2. Athletic Director
- 3. Head Coach of each sport
- 4. Coach to which the incident pertains

The Athletic Council will rule on any situation not covered specifically in this handbook and allow the student-athlete an opportunity to receive due process in his/her situation.

If a question arises concerning interpretation or enforcement of any portion of this policy, please contact the Athletic Director to set up an appointment to clarify the situation, or to schedule a meeting with the Athletic Council.

Forthright Clause

An athlete who is in violation of this athletic handbook has the opportunity to come forward and admit guilt to any coach or administrator for the offense, and thus a 10% reduction in the number of contests suspended will occur.

- The athlete will be given only until the conclusion of the next school day or 24 hours if school is not in session to come forth with this admission of guilt.
- This forthright clause is applicable one time only for any offense during an athlete's athletic career.
- If an athletic department member or administrator personally witnesses a violation, the forthright clause is invalid.

Example: A member of the girl's track team attended a party on Saturday night. She felt guilty about her committing the violation, so she approached her coach the following Monday and explained the situation. The result is a violation and a reduction in that penalty from 40% to 30%. If she had waited until Tuesday to come forth, the clause would be nullified and the full penalty would take place.

TEAM COMMITMENT

Athletes are expected to maintain good attendance and participation throughout the duration of a season. Consistent and regular participation in practice supports personal improvement and leads to team building. The following consequences for missed activities will be implemented as necessary:

Missed Practice (defined as missing practice without contacting your coach before the practice)

First Offense

• Complete additional conditioning at the coach's discretion

Second Offense

- Conference with the head coach
- Complete additional conditioning at the coach's discretion
- Miss 20% of scheduled contests

Third Offense

• Dismissal from the squad immediately

If an athlete decides to drop a sport, the head coach should be notified in advance. Failure to notify the head coach in a timely manner, jeopardizes that athlete's participation in athletics for the remainder of the school year. Athletes who do not complete a season forfeit the opportunity to win awards. Athletes cannot start a new sport until the regular season of the current sport has ended. The following steps must be taken when terminating participation:

- 1. Contact the coach and head coach of the sport to explain the reason for stopping participation.
- 2. Return any equipment and/or uniform that has been provided.
- 3. Seek permission from the coach and head coach of that sport to participate in additional sports during the school year providing there is interest.

Attendance/Absence from School

A student must be in school by 11:00 a.m. on the day of an athletic or extracurricular event. The student must be in attendance for the entire second half of that day. A prearranged absence (such as doctor appointments) can be excused.

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game will be removed from participation or competition at that time. A student athlete who has been removed from an interscholastic contest for a possible concussion or head injury may not return to that contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her school with written clearance from a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.

PARTICIPATION FEE

Bushnell-Prairie City CUSD #170 has adopted athletic participation fees as follows: \$30 per individual sport up to a maximum of \$90 per individual student with a maximum per family of \$180. The participation fee for the current sport must be paid at the beginning of the season. Athletes will not be given a uniform or allowed to participate in contests until the participation fee has been paid.

TRANSPORTATION

All students must travel to extracurricular and athletic activities and return home from such activities with the team by use of school approved transportation. In limited circumstances parents may request that their student athlete ride home with them. It is coaches' discretion to allow students to travel home with a parent and not ride home with the team. If permission is provided by the coach, a parent must sign their child(ren) out on the coach's sign out sheet prior to leaving the activity/contest.

On occasion, a parent may request that their student ride home with another responsible adult who is not the parent/guardian. In addition to obtaining permission from the coach, parents must also:

- 1. obtain written permission from the building principal; and
- 2. sign their child(ren)out on the coach's sign out sheet prior to leaving the activity/contest.

SPORTSMANSHIP CODE FOR STUDENT ATHLETES AND SPECTATORS

The values learned in athletic competition are the ones that last a lifetime. The positive actions by a coach, athlete, parent or spectator at an event can influence how our school is perceived in our community and the communities of those we meet on the field of play. We encourage fans and spectators to show positive support for all participants (including coaches and officials); provide encouragement to athletes and teams; and demonstrate and encourage fair play and sportsmanship.

The following behaviors are not reflective of the values we promote in our staff and students; will not be tolerated; and may result in ejection from an event:

- criticizing coaches, players, and officials
- singling out players through negative comments and/or behavior;
- coaching from the stands;
- using intimidating behavior toward participants or other attendees; or
- using vulgar or obscene language

CONFERENCING WITH THE COACHES

We welcome conferences with our coaching staff and would encourage contact to discuss any problems and/or concerns. Please contact the school office or the coach (via email) to request an

individual conference and share the reason for the conference request. Conferences will not be held on game day.

There are certain areas of coaching that are the coach's prerogative and are not subject to conferencing, including coaching strategies, substitutions, playing time, and/or playing position. Coaches will meet to discuss academic concerns, efforts related to player improvement, and concerns regarding sportsmanship.

DRUG TESTING PROGRAM

Mission Statement

Recognizing observed and suspected use of alcohol and illicit drugs by students is an ongoing area of concern, a program of deterrence will be maintained as a proactive approach to a truly drug -free school. Likewise, through participation in athletics and the Illinois High School Association and the Illinois Elementary School Association state series, students using illegal drugs pose a threat to their own health and safety as well as to that of other students. The purpose of this program is threefold: (1) to provide for the health and safety of all student athletes; (2) top undermine the effects of peer pressure by providing a legitimate reason for student athletes to refuse to use illegal drugs; and (3) to encourage student athletes who use drugs to participate in drug treatment programs. The policy is non-punitive. It is designed to create a safe, drug free environment for student athletes and to assist them in getting help when needed.

For the purpose of this program, the phrase "student athlete" will be referred to as student participant and shall include all sponsored individuals or teams that compete against other individuals or teams on an interscholastic basis. This program shall include, but not be limited to, all athletic teams at athletic cooperative schools, the cheerleader squads, speech teams, and all scholastic bowl participants.

Definitions

Student Participant – all students to whom this program applies by virtue of trying out for or joining a team.

Sport Season – fall, winter, and spring seasons begin on the first day of practice allowed by the I.H.S.A./I.E.S.A. and end when the team has completed its season. This policy will be in effect 24 hours a day, 7 days a week.

Calendar Year – a 12-month period from the date of occurrence.

Illegal drugs – all alcoholic liquor (as defined in 235 ILCS 5/1 - 3.05). All controlled substances under the Controlled Substance Act (720 ILCS 570/100T0682) except when prescribed by a licensed physician, and cannabis under the Cannabis Control Act (720 ILCS 550/IT05580/19).

Drug Education Program

All programs concerned will adhere to the following policy. Coaches will be responsible to report to the athletic director concerning the implementation of these policies.

- Every sport season must have a preseason meeting with parents and student participants to cover expectations of the coach and the student participant. Drug enforcement policy and regulations will be covered and a contract will be signed at this meeting or prior to the beginning of the current sports season.
- Every participating program is required to have a minimum of one drug education meeting per season.

Procedures for Student Participants

Consent: Each student wishing to participate in any interscholastic program, as outlined by this policy and the student participant's custodial parent or legal guardian shall consent in writing to drug testing pursuant to the cooperative's drug testing policy. Written consent shall be on the form attached to this policy. No student participant shall be allowed to participate in any interscholastic program without such consent.

Selection: All Student participants will be awarded a number and will be randomly selected on a lottery basis. Any student selected will have his/her number placed back into the pool after each test and will be eligible for the next random sampling. A minimum of 5% of the testing pool will be selected per testing date. A minimum of 8 dates will be scheduled throughout the school year and will not follow any recognizable pattern. Any student participant, who refuses to submit to a urine screen test, once selected, will be considered in violation of this policy and will be subject to the actions specified in this policy for "violations".

Testing Pattern

All testing will be done at the high school or the junior high during the school day. All dates will be confidential. Only the building principal and the testing company will know the dates.

Representatives from a board-approved lab will complete testing. The school will not be involved in the collection of handling of any samples but will serve only in a supervisory capacity, selecting and identifying students, reporting results to parents, and providing intervention for those who test positive. The testing area will be quarantined.

Limited Access to Results

Personnel administering testing or those contracted to perform lab urine tests will be authorized to report results only to the building principal. All drug test results are considered confidential information and will be handled accordingly.

Non-Punitive Nature of Policy

No student shall be penalized academically for testing positive for illegal drugs. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the District shall not solicit. In the event of service of any such subpoena or legal process, the student's custodial parent or legal guardian will be notified in writing in a language that they understand at least 72 hours before response is made by the District.

Non-Athletic Extracurricular and Co-curricular Student Participants

Student participants in all non-athletic events who are subject to the Drug Testing Procedure are also subject to the principles, policies, and actions denoted in this document. In cases of violations of this code by such participants in which the sanctions noted are purely athletic in nature, the coach/sponsor will assume responsibility for properly sanctioning the student participant. (By Illinois School Code 105ILCS 5/2-3.80, FFA programs are not considered as extracurricular programs.)

BUSHNELL-PRAIRIE CITY SCHOOL DISTRICT #170 DRUG TESTING POLICY CONSENT/AUTHORIZATION FORM

I wish to try out for and or participate in school sponsored interscholastic activities. I have read the Board of Education's Interscholastic Drug Testing Policy for Student Participants and I understand and agree to the Board of Education's Policy and Procedures, including being randomly chosen for periodic drug testing, as a condition of participation in interscholastic athletic teams, on cheerleading squads, scholastic bowl, and Student Council. I understand that if I disobey the rules, I will be excluded from the opportunity to participate in these activities as provided in the Board of Education's Policy and Procedures.

provided in the Board of Education's Policy and Pr	rocedures.
Student Participant Signature	Date
Custodial Parent/Legal Guardian Signature	Date
BUSHNELL-PRAIRIE CITY S SPORTSMANSH	
I	am the parent/guardian of
	I agree to adhere to improving good
Sportsmanship at all athletic events by following th	e B-PC Sportsmanship Code.
Parent/Legal Guardian Signature	 Date

BUSHNELL-PRAIRIE CITY SCHOOL DISTRICT #170 MEDICAL RELEASE FORM FOR CONSENT TO TREATMENT OF MINORS

This is to certify that	t I/We,		
		(print name(s) in fo	ull)
the parent(s), legal	guardian(s) of the per	son listed below, do	hereby constitute and appoint
staff members of Bu	shnell-Prairie City Sch	nool District, Bushne	ell, Illinois my/our true and lawful
	•	· ·	the administration of any
• • • • • • • • • • • • • • • • • • • •	-		atever operations or removal of
		=	ne below named minor for the
period from	nocessary of the attent	ing puroteum, ou un	
•	August 1, 2025 (inclusiv	ve)	
11ugust 1, 2021 to 1.	<u>145451 1, 2025</u> (11101451	v C)	
print name of athlete		print date of birth of a	athlete
D(-)1-tim	11 i.e. fr		
Person(s) completing	g this form:		
	relationship to athlete; parent(s	s) or guardian(s)	
Address of above:			
Address of above.			
Phone Numbers:	Homo.		
Phone numbers.	Home:		
	Work:		
	Cell:		
Signature of parent(s	s) or legal guardian(s):		
Allergies, medication	ns or other medical cor	nditions of the above	e athlete:
Please provide 2 er	nergency contacts that	t will be used only	in the event that all attempts t
contact the parent/In	case the above cannot	be reached please c	ontact:
Name	Relationship		Phone number
Nama	Palationship		Phono number

BUSHNELL-PRAIRIE CITY SCHOOL DISTRICT #170 INSURANCE STATEMENT OR WAVIER

Please print student name	Please print parent/guardian name
I hereby state that my child is cove	ered by a health, accident, and hospitalization policy with
	Insurance Company, Policy Number
injuries resulting from extracurricu golf, basketball, baseball, track, so practices or games, whether under I assume responsibility for any injumy son/daughter being injured wh I hereby release and fully discharg	nich policy provides insurance coverage for my child for any ular athletic activities, including but not limited to: football, oftball, volleyball, intramurals, flag squad, and cheer/dance the direct supervision of professional school personnel or not ury and any expenses and medical costs that should arise from ile participating in any of the above mentioned activities.
participating in any of the above m	and all liability for injuries resulting from my child nentioned activities.
I, the undersigned, have read this r voluntarily and with full knowledg	release and understand all its terms. I have executed it ge of its significance.
Date	Signature of Parent/Guardian
	Signature of Student
	Grade

This waiver is in force during the total school year in which it is signed.

BUSHNELL-PRAIRIE CITY SCHOOL DISTRICT #170 ATHLETIC HANDBOOK SIGNATURE CARD

I have received and read a copy of the Athletic Handbook and understand the material therein.

Student	Grade	
Student Signature		_
Parent/Guardian		
Parent/Guardian Signature		
Date		