

DELANO TIGER ACTIVITIES PROGRAM



HANDBOOK

Students Grades 7 – 12

Parents of students grades 7 - 12

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Delano Tiger Activities Mission Statement

Delano Public Schools are dedicated to encouraging students to participate in a variety of activities to explore and develop their full potential to learn, to lead, and to understand the importance of being part of a team.

Delano District Focus Statement

“Educational Excellence is our foremost goal.” This applies to every aspect of education – both in the classroom and in extracurricular activities.

Delano Tiger Activities Philosophy Statements

Delano Public School activities will be an extension of our families and schools working collaboratively to build a sense of community and pride.

Delano Public School activities will strive to connect students to enjoyable, yet challenging experiences, which will enrich their education. These experiences are focused on fostering the talents and interests of all participants.

Delano Public School activities will encourage positive relationships to be built in a student-centered, team-oriented environment. Students, leaders, parents, and spectators are expected to be respectful, responsible, dedicated, and accountable to the goals and guidelines of each school sponsored activity.

Delano Public School activities will provide opportunities for students to develop their personal, physical, mental, and social skills in a positive and honest environment.

Delano Public School activities will communicate clear expectations that hold students, leaders, parents, and spectators accountable to the MSHSL Code of Ethics, and the Delano Student Code of Ethics.

It is the philosophy of the activities office, and Activities Director, that school sponsored activities take precedence over non-school sponsored activities during their respective seasons. Outside activities by outside organizations take a back seat during those dates from beginning to end!

****Delano Student Athletes/Participants are students first! School athletes/participants second!**

Membership

Delano Public Schools are participating members of the Minnesota State High School League and the Wright County Conference. The rules and guidelines of these two organizations apply to all sanctioned activities.

Public Relations

Publicity and communication is a vital part of the overall activities program at all levels of competition. Up-to-date schedules and game locations are posted on the Delano District Website (www.delano.k12.mn.us).

Student Responsibilities

- 1). Follow the rules and procedures of Delano Public Schools, the Minnesota State High School League, Wright County Conference, and the coaches/advisors of the chosen activity.
- 2). Fill out all forms and submit proper fees prior to the first practice. **An orange card will not be issued without them.**
- 3). Display good sportsmanship at all times. Respect the judgment of supervising officials and keep both winning and losing in proper perspective. The use of profanity and/or abusive language is unacceptable, making the student potentially subject to disciplinary action.
- 4). Exemplify a positive attitude by treating other players, coaches/advisors, spectators, officials, and parents with dignity and respect.
- 5). Communicate problems and concerns to coaches/advisors and/or to the Activities Director.
- 6). Communicate any scheduling conflicts regarding both practices and games/performances to the coach/advisor as soon as possible.
- 7). Make a commitment to yourself and your team. It is expected that students will participate until the completion of the chosen activity.

Academic Eligibility Grades 7 – 12

There are 2 times throughout the quarter that students' grades will be checked. These two monitoring periods are at mid-quarter and end of the quarter. Each grade check has its own eligibility consequence.

- A) If a student earns one or more failing grades at the mid-quarter grade check, the student will be ineligible for competition as soon as the student and coach are notified. To become eligible for competition again, the student must present the activities office personnel with a teacher signed grade report proving they are currently passing all of their classes. **Only the Activities Office personnel may deem a student eligible to compete again, not a coach.**
- B) If a student earns one or more failing grades at the end of quarter grading period, the student will be ineligible for competition starting with the date of the first contest. The ineligibility period will be for 2 weeks or 2 contests, whichever is longer. At the end of the 2 week or 2 contest eligibility suspension, the student must present the activities office personnel with a grade report proving they are passing all of their current classes. If the students are still failing classes, they will remain ineligible for competition until it is proven they are passing all of their classes. **Only the Activities Office personnel may deem a student eligible to compete again, not a coach.**

Graduation Credits

Any student wishing to participate in extracurricular activities must have enough credits to be on track to graduate according to his/her grade year. Credits are earned beginning with the 9th grade year. In order to be "on track" to graduate students must have accumulated credits according to the following criteria, at the end of the respective grading periods.

Beginning: Grade 10 = 12 cr. Grade 11 = 26 cr. Grade 12 = 42 cr.

Out of School Suspensions

Students who have been suspended out of school will not be allowed to participate in athletic practices, rehearsals, and competitions during the period of suspension. **A student that is suspended will not be allowed to participate as a fan at any events during the period of suspension.**

Attendance Policy

1. Students in activities must be in attendance at school by 10:30 am in order to be eligible to participate or practice in an activity the same day.
2. Student-Athletes with chronic tardies; or student-athletes that make it a habit to come in late to school after an evening activity will become ineligible to compete for a time to be determined by the Activities Director.
3. Any unexcused absence during the school day will result in no participation in activities that evening.
4. School sponsored activities are considered class periods
5. No early release will be given for students leaving for an activity to get clothes, food, etc.

MSHSL BYLAW 206 – Good Standing

1. Good Standing: In order to be eligible for regular season and League tournament competition a student must be in good standing. Definition: The term “Good Standing” shall mean that the student is eligible under all of the conditions and eligibility requirements of that school as well as the eligibility requirements of the Minnesota State High School League.
2. Students Code of Responsibilities: Participation in interscholastic activities is a privilege, which is accompanied by responsibility. As a student participant in League sponsored activities, I understand and accept the following responsibilities:
 - a. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
 - b. I will be fully responsible for my own actions and the consequences of my actions.
 - c. I will respect the rights and property of others.
 - d. I will respect and obey the rules of my school and the laws of my community, state and country.
 - e. I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

Practice Attendance Policy

Attendance will affect playing time and participation in activities. The attendance policy for each activity will be established and monitored by individual coaches and advisors

Registration

Students are responsible for obtaining the appropriate paperwork from the Activities Office or on the Activities Website. Each student is responsible for handing in completed forms to the Activities Office prior to participation.

Any student who attends practice without obtaining an orange card from the Activities Office prior to attending practice will serve an ineligibility suspension of 1 week beginning with the date of the first contest.

Removing a Participant from an Activities Program

Coaches/Advisors have the right and responsibility to temporarily remove participants from their team who are not meeting team rules and guidelines. The coach/advisor will contact the Activities Director and parent/guardians about the suspension.

To remove a participant from the activity for more than two days requires that the coach/advisor meet with the Activities Director to discuss the situation. At this meeting, the coach/advisor may request that the participant be removed for a longer period of time. A plan to discuss the situation with parents will be made and the future participation of the student will be discussed. When a student is in violation of the MSHSL eligibility rules, due process, as defined in the MSHSL handbook, will be followed. The handbook can be found at the following website: www.mshsl.org

Parents and Guardians Expectations

1. Be positive with your child. Let them know that they are accomplishing something by being part of an activity.
2. Do not offer excuses for them if they are not participating. Encourage them to work hard and do their best.
3. Support the MSHSL rules pertaining to no use or possession of tobacco, alcohol, or other controlled substances.
4. Insist that the participants respect team rules, school rules, game officials, and sportsmanship. Self-respect begins with self-control.
5. Encourage the participants to improve their self-image by believing in themselves.
6. Advisors/Coaches sincerely care about the participants! Coaching styles differ when interacting with people and situations. Student's lives are enriched by the experience of different types of leadership.
7. Please be a positive role model at all events. You, as a parent/guardian, represent our community, our school, and our students.

Pre-Season Parent Meetings

Prior to the start of each season, coaches will be hosting parent/athlete meetings to discuss the following for the upcoming season:

- Introductions of the coaching staff
- Coaching Philosophies
- Coaches Expectations of player and parents
- Schedules for the season
- Goals for the season

It is extremely important for parents and athletes to attend these meetings. Make it a priority!

Booster Organizations

A close working relationship should exist between the Activities Director, Coaching Staff and the Boosters in determining the needs for a program.

****If an organization wants to use the concession stand located by the TAC, each group must contact the Activities Office to read over and sign the concession stand agreement before a key is issued.**

Severe Weather

Keeping in mind that the School District's prime concern is always the students' safety, the following procedures will be followed in severe weather situations:

1. Before an activity/contest has started, it will be the Activities Director's decision as to whether or not the activity should begin. Parents may contact the Activities Director for information.
2. During a game, the responsibility for determining "playability" is left with officials, coaches/advisors, and Activities Director or Principal. Whenever there is danger to the participant (i.e. lightning, etc.) students will not continue to play.
3. No practices/events will be allowed to take place on any day when school has been cancelled due to severe weather – unless otherwise notified by the Activities Director.

Transportation

All participants are expected to ride with the team to and from events on trips where transportation is provided by the district. Under no circumstances should a coach/advisor permit a student to go to or come home from a contest with other students or to drive themselves when district transportation is provided. The students may travel home from the event with **their** parent(s) only if the parent requests this of the coach/advisor. The parent/guardian must personally hand the coach a signed note at the event stating the intent to drive their child home after the event.

Acceleration Policy

All coaches involved will assess the preparedness, talent, work ethic, and overall program situation with regard to bringing younger competitors up to compete at a higher level. If a participant is accelerated to a higher level, the head coach will discuss the situation with the Activities Director prior to making a final decision. In no way will a student-athlete be accelerated if the Activities Director and coaching staff agree that it will be detrimental to the student-athlete as well as the overall program.

Hazing and Harassment Policy

The purpose of this policy is to maintain a safe learning and working environment for students and staff that is free from hazing and religious, racial, or sexual harassment and violence. Hazing and harassment activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times. (MSHSL Bylaw 209).

General Statement of Policy:

1. No student, coach, or advisor of the school district shall plan, direct, encourage, aid, or engage in hazing.
2. No student, coach, or advisor of the school district shall permit, condone, or tolerate hazing.
3. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
4. This policy applies to behavior that occurs on or off school property and during and after school hours.
5. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
6. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, coach, or advisor of the school district who is found to have violated this policy.

Selection Process

The district supports the involvement of as many students as possible in the activities program.

Coaches/Advisors strive to keep as many students involved without negatively impacting the integrity of their activity/program.

Delano currently follows a no-cut policy. This policy is in effect so that all student-athletes have the chance and ability to participate in the activity of their choosing. This policy however does not guarantee any or equal amount of playing time at the high school level.

The Delano Activities Program encourages equal playing/participation time at the middle school level programs.

Sportsmanship

It is expected that all fans follow the rules and policies of the MSHSL, Wright County Conference, and Delano Code of Conduct at any school sponsored extra-curricular activity. The inability to follow sportsmanship policies will result in dismissal from the activity as well as suspensions from future activities. For student-athletes, the choice to not follow the MSHSL, WCC, and Delano code of conduct policies could result in suspensions from competing in their extra-curricular activities.

Conflict Resolution Process

The Delano Public School's resolution process has been developed for the purpose of establishing and maintaining positive line of communication between the school, parents/guardians, and students for the resolutions of concerns and as a forum for exploration or program ideas. This process is a means by which both concerns and problems about the programs can be resolved.

If parents/guardians or students have concerns, they should contact the coach/advisor the next work day. Coaches/advisors will share with parents' specific times when they are available during the work day because the District does not believe it is acceptable to interrupt classes in order to process and extra-curricular conflict.

Conflicts that arise should not be addressed during or immediately following a contest. Event sites, practice areas, lobbies, or locker rooms are not appropriate places to handle conflicts. Coaches/Advisors, parents, and student are not to meet or deal with conflicts at these times or places, other than to set up a later meeting date.

Steps for Resolution

Step One – Participant Concerns:

A meeting between the student (participant) and coach/advisor will be held to resolve issues or answer questions that can be initiated by either the student or the coach/advisor.

Or

Step One – Parent/Guardian Concerns:

A meeting between the coach/advisor, the parent/guardian and the student will be called. The parent/guardian, student, or coach/advisor can initiate this meeting.

We strongly believe the students should be present at any meetings due to the fact it affects the student!

Step Two

A meeting with the Activities Director will be called if any one of the three (parent/guardian, student, or coach/advisor) parties still feels that the issues or questions have not been resolved.

Step Three

A meeting with the building principal will be called if the issues or questions persist. The building principal, along with the Activities Director, will be asked to mediate the issue.

Step Four

If the issues or questions still have not been resolved, they will then be referred to the Superintendent and if he chooses, to the Board of Education.

- At any step in the process, when an issue or question has been resolved, the resolution should be communicated to the affected parties

Guidelines for a Resolution Meeting

In any meeting between parent/guardian, student, and coach/advisor:

- Conversations will be respectful and appropriate in nature or the meeting will need to be rescheduled.
- Conversations regarding playing or participation time will be focused on skills, work ethic, attitudes, and roles.

- Resolution participants are encouraged to be open-minded and keep the goals of the entire program in mind.
- For purposes of data privacy, discussions will focus on the parent's/guardian's son or daughter and not on other players or participants.



2011-2012

MSHSL Eligibility Brochure

Students: Your participation in high school activities is dependent on your eligibility. PROTECT that eligibility by reviewing with your parent(s)/guardian(s) this summary of Minnesota State High School League rules which govern your participation. Complete regulations are found in the MSHSL Official Handbook which is available at each member high school and which is also posted on the MSHSL Web site: www.mshsl.org. Please keep this brochure for reference, and if there is a question about any rule interpretation, **CONTACT YOUR SCHOOL PRINCIPAL OR ATHLETIC/ACTIVITIES DIRECTOR.**

I understand that once I sign the eligibility statement all eligibility rules apply:

- Twelve (12) months of the year;
- Whether I am currently participating or not;
- Continuously from the first signing of the statement.

Parents/Guardians: REVIEW the following rules with your son or daughter. Your role in stressing the value of following these rules cannot be overstated.

General Student Eligibility Checklist (must be completed by all students) (If you cannot check all 7 items, see your athletic/activities director or principal)

- _____ 1. Making academic progress toward graduation.
- _____ 2. Will not have turned 21 before the start of the season in which I participate.
- _____ 3. Have not dropped out of school or repeated a grade while in high school.
- _____ 4. Have not and will not use or possess tobacco or alcoholic beverages, use, consume, have in possession, buy, sell or give away any other controlled substance, including steroids, or drug paraphernalia.
- _____ 5. Have not and will not violate the racial/religious/sexualharassment/violence/and hazing bylaws of the MSHSL.
- _____ 6. I agree to fully cooperate in any investigation honestly and truthfully.
- _____ 7. **Both the student and parent have reviewed the concussion management information contained in the Eligibility Brochure and found on the League website www.mshsl.org.**

Athletic Eligibility Checklist (must be completed by all athletes) (If you cannot check all 5 items, see your athletic/activities director or principal)

- _____ 1. Physical exam within the last three (3) years on file with the school.
- _____ 2. Have not transferred schools.
- _____ 3. Will not participate in more than six (6) seasons in any sport in grades 7-12.
- _____ 4. Have not accepted cash in any amount or merchandise valued at more than \$100 for participating in a sport.
- _____ 5. Have not and will not compete in non-school events in my sport after reporting for the school team.

INFORMED CONSENT: By its nature, participation in interscholastic athletics includes risk of injury and the transmission of infectious diseases such as HIV, Hepatitis B, herpes and others. Although serious injuries are not common and the risk of HIV transmission is almost nonexistent in supervised school athletic programs, it is impossible to eliminate all risk. Participants have the responsibility to help reduce that risk. Participants must obey all safety rules, report all physical and hygiene problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily.

GENERAL RULES

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| <ol style="list-style-type: none"> 1. *ACADEMIC — (Credit Requirement) To be eligible, a student must be making satisfactory progress toward the school’s requirement for graduation. 2. *AGE — A student who turns 20 during the 11th or 12th semester since first entering the 7th grade shall be allowed to participate through the completion of the 12th semester. Adapted athletes are eligible to participate until their 22nd birthday, provided they meet all other eligibility requirements. 3. AMATEUR STATUS — A student must be an amateur in that sport. A student may not receive cash or merchandise for athletic participation. A student does not lose her/his amateur status because of reimbursement for officiating, instructing, teaching or coaching a sport. 4. AWARDS — Acceptable awards to students in recognition of participation in high school activities include medals, ribbons, letters, trophies, plaques and other items of little or no intrinsic value (\$100.00 or less). Violation will render a student ineligible | <p>for participation in that activity.</p> <ol style="list-style-type: none"> 5. *ENROLLMENT, ATTENDANCE, AND REQUIRED SUBJECT LOAD — Students must be fully enrolled in (as defined by the Minnesota Department of Education) and attending the school before they are eligible to represent that school in MSHSL sponsored activities. Students must be properly registered, attending school and classes regularly. Students must be on track to meet the school’s graduation requirements in six years (12 consecutive semesters) beginning with the first day of attendance in the 7th grade. 6. FOREIGN EXCHANGE STUDENTS — Approved Foreign Exchange Students are limited to 1 calendar year of high school eligibility beginning with their 1st date of enrollment and attendance. INTERNATIONAL STUDENTS – students not participating in a CSJET approved foreign exchange program are eligible only at the B-squad or JV level for one calendar year. 6. *GENERAL ELIGIBILITY — In order to be eligible for regular season and MSHSL tournament competition, a student must be fully |
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enrolled as defined by the Minnesota Department of Education and a bona fide member of his or her high school in good standing. A student who is under penalty of exclusion, expulsion or suspension, whose character or conduct violates the Student Code of Responsibilities and is not in good standing, shall be ineligible for a period of time as determined by the principal.

Student Code of Responsibilities

As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:

- 1. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.*
- 2. I will be fully responsible for my own actions and the consequences of my actions*
- 3. I will respect the property of others.*
- 4. I will respect and obey the rules of my school and the laws of my community, state and country.*
- 5. I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.*

A student ejected from a contest shall be ineligible for the next regularly scheduled game or meet at that level of competition and all other games or meets in the interim at any level of competition, for the first ejection. All subsequent ejections shall result in ineligibility for four (4) regularly scheduled games or meets.

- 7. *SEASONS OF PARTICIPATION** — No student may participate in more than six (6) seasons in any sport while enrolled in grades 7-12, semesters 1-12 inclusive.
- 8. *SEMESTERS IN HIGH SCHOOL** — A student shall not participate in an interscholastic contest after the student's twelfth semester in grades 7-12 inclusive. All twelve semesters shall be consecutive, beginning in the 7th grade.
- 9. JUNIOR HIGH/MIDDLE SCHOOL PARTICIPATION** — Participation in high school interscholastic programs is limited to students in grades 7-12 inclusive. Students in grade 7, 8 and 9 may participate if enrolled in the regular continuation school for the educational unit and if all other eligibility requirements of the League have been met. Elementary students in grades 1-6 are not eligible for participation in any MSHSL-sponsored activity; B-squad, junior varsity or varsity level.
- 10. *GRADUATE** — Students who have graduated from a secondary school, or who have completed the terminal or final grade of a secondary school, or who have earned a GED or diploma are not eligible for participation in any League activity. A student who graduates while a member of a team with a season in progress may complete the season if three or fewer weeks of the regular season, exclusive of League tournament play, remain.
- 11. *MOOD-ALTERING CHEMICALS**

A. Bylaw

Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia.

1. The bylaw applies continuously from the first signing of the student Eligibility Brochure.
2. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by her/his doctor.

B. Penalty:

1. First Violation: After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.
2. Second Violation: After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or three (3) weeks, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.
3. Third and Subsequent Violations: After confirmation of the third or subsequent violations, the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests in which the student is a participant or four (4) weeks, whichever is greater. If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.
4. Penalties are progressive and consecutive.
5. **Denial Disqualification: A student shall be disqualified from all inter-scholastic athletics for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation.**

12. *SEXUAL/RACIAL/RELIGIOUS HARASSMENT/ VIOLENCE and HAZING

A. Reference Bylaw 209.00:

A student shall not engage in the sexual, racial, religious harassment, violence or hazing during the school year or any portion of an activity season that occurs prior to the start of the school year or after the close of the school year.

B. Reporting Procedures:

1. Any person who believes he or she has been the victim of sexual, racial, religious harassment, violence or hazing or any person with knowledge or belief of conduct, which

may constitute hazing, shall report the alleged acts immediately to an appropriate school district official designated by this policy.

2. The building principal is the person responsible for receiving reports of sexual, racial, religious harassment, violence or hazing at the building level. Any person may report hazing directly to a school district human rights officer or to the superintendent.
3. Teachers, administrators, officials, volunteers, and employees of the school district shall be particularly alert to possible situations, circumstances or events which might include sexual, racial, religious harassment, violence or hazing. Any such person who receives a report of, observes, or had other knowledge or belief of conduct, which may constitute sexual, racial, religious harassment, violence or hazing, shall inform the building principal immediately.
4. Submission of a good faith complaint or report of sexual, racial, religious harassment, violence or hazing will not affect the complainant or reporter's future employment, grades or work assignments.

C. Reprisal

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, coach, official contractor or employee of the school district who retaliates against any person who makes a good faith report of alleged sexual, racial, religious harassment, violence or hazing or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists or participates in a proceeding or hearing relating to such sexual, racial, religious harassment, violence or hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

D. Penalties for Category I Activities:

1. First Violation: the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks, 14 calendar days, of a season in which the student is a participant, whichever is greater. *Recommendations:* 1) It is recommended that the school develop a local education program through which the student would receive information about sexual, racial, religious harassment, violence or hazing. 2) It is recommended that, when appropriate, the school refer a student to a

community agency or a professional individual outside the school for counseling.

2. Second Violation: the student shall lose eligibility for the next six (6) consecutive interscholastic contests or three (3) weeks, 21 calendar days, whichever is greater, in which the student is a participant. *Recommendation: It is recommended that before being re-admitted to activities following suspension for the second violation, the student shall show evidence in writing that the student has received counseling from a community agency or professional individual such as a school counselor, medical doctor, psychiatrist, or psychologist.*
3. Third or Subsequent Violations: the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests or four (4) weeks, 28 calendar days, whichever is greater, in which the student is a participant.
4. Penalties are progressive and consecutive.

E. Penalties for Category II Activities:

Each member school shall develop penalties that it will apply to the participants in these activities. A current copy of the member school's policy shall be kept on file in the member school.

13. **SERVING A MSHSL PENALTY** — a student must be a student in good standing, and able to be placed in the game, meet or contest except for the penalty being served. (Students who are not in good standing due to suspension, expulsion, injury, illness, family vacations, etc are not able to be placed in a game, meet or contest and are therefore not able to count those contests toward the penalty).
14. **PROGRESSIVE AND CONSECUTIVE PENALTIES:** Penalties shall be progressive and consecutive beginning with the student's first participation in a League activity and continuing through the student's high school career.
15. **COLLEGE/UNIVERSITY TEAMS** — Individuals who have participated with a college or university team are ineligible for participation in any activity of the League.
16. **FAIR HEARING PROCEDURE** — The League Constitution provides a Fair Hearing Procedure for the student or parent contesting a school's determination of ineligibility for a student. **The student has 10 calendar days in which to appeal the school's decision.** The appeals process includes an appeal before a hearing panel at the school and the right, if desired, to appeal that decision to the League's Board of Directors. An independent hearing examiner will hear the appeal and make written findings of fact, conclusions and a recommendation for the Board of Directors following the hearing. The Board's decision shall be final. A complete listing of the Fair Hearing Procedure may be obtained from the athletic director or principal of the high school or on Web at www.mshsl.org in the Publications section.

ATHLETIC RULES

1. ***PHYSICAL EXAMINATION AND PARENTS PERMIT** — Any student who intends to participate in high school interscholastic athletics and cheerleading activities must have on file in the school, a record of a physical examination performed within the previous three (3) years. A health questionnaire shall be completed annually and could indicate the need for a physical examination prior to participation. The signature of the parent or guardian approving participation is required.

2. **LAST DATE TO JOIN A TEAM** — To be eligible for section and state competition, a student must be a member of that school's team not later than the fourth Monday from the official start of that sport season. Gymnasts must be on the school's team not later than the third Monday from the official start of that season. When a sport season begins on a Monday, that day shall be counted as the first Monday.

3. **NON-SCHOOL COMPETITION AND TRAINING FOR TEAM AND INDIVIDUAL SPORTS** —

A. **During the High School Season:** During the high school season a student may not participate as a member of a team or as an individual competitor in non-school sponsored games, meets, tournaments or contests, in the same sport. *Participation defined: practice, training, tryouts, scrimmaging and competing. Season Defined: The high school season shall run from the first date that practice may begin until the team is eliminated in MSHSL tournament competition.* Baseball, Softball and Skiing are exceptions to this rule.

Exception: Non-School Training During the High School Season for Athletes Who Qualify as Individual competitors to the State Tournament: (Swimming, Cross Country, Tennis, Skiing, Gymnastics, Wrestling, Synchronize Swimming, Golf, and Track and Field)

Lessons/Training: During the MSHSL high school season athletes may take lessons from professionals and other non-school coaches without limit as to where, when or who may provide the training. Athletes may not miss a high school practice, game, or meet to take a lesson or train for a non-school event. Athletes may take lessons and or train with a non-school team/club during the high school season in the same sport.

Competition: Athletes will be able to compete in non-school events/competitions that do not match the events in which athletes currently compete in high school competition.

Exception: Summer Vacation Period — Students may participate in non-school competitions, meets, games, tournaments in the same sport they currently play at the high school level during the summer vacation period. *See definition of summer vacation below: 14.C.*

Summer Coaching waiver: If a student participates on a team coached by a member of the high school coaching staff, coaching contact shall end on July 31 unless a conditional extension to the summer waiver is granted by the school's athletic director.

Students may take private lessons during the MSHSL season.

B. **During the School Year, Prior To and Following the High School Sports Season:** A student may participate in contests, meets or tournaments as an individual competitor or as a member of a non-school team provided that these activities are voluntary and not influenced or directed by a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff.

1. A student may not use any type of high school uniform.
2. A student may not receive coaching or training from a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport. Power skating, tennis, gymnastics, and indoor soccer are included in this limitation.
3. A student may receive training through private lessons from a person who is not a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.
4. A student's fee for non-school coaching or training must be provided by the student or the student's parent(s) or guardian(s) unless approved by the Board of Directors.

C. **Summer Vacation Period:**

A student may compete as an individual or as a member of a nonschool team even though competing on a high school team in the same sport. *Summer shall be defined as June 1 through Labor Day. Summer for the sport of soccer shall be defined as June 1 through Sunday immediately preceding the official starting date of the MSHSL high school soccer season. Note: Students may participate in activities during the summer, as defined above, even though their high school sport season in the same sport has begun. For example, students may play in a non-school tennis tournament while a member of the high school team or participate in road races while a member of the cross country team through Labor Day. Soccer is excluded from dual participation as defined above.*

D. **Penalty:**

1. **First Violation:** After confirmation of the first violation, the student shall lose eligibility in that sport for the next two (2) consecutive interscholastic contests or two (2) weeks of that season, whichever is greater. If there are fewer

than two (2) events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two (2) games in the next sport season in which the student participates.

2. Second Violation: After confirmation of the second violation, the student shall lose eligibility in that sport for the next six (6) consecutive interscholastic contests or three (3) weeks, whichever is greater.
3. Third Violation: After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next twelve (12) consecutive interscholastic contests or four (4) weeks, whichever is greater.
4. Penalties are progressive and consecutive.

E. Special Considerations:

1. National Teams and Olympic Development Programs

The MSHSL may permit participation by high school students on bona fide national teams or in Olympic development programs if:

- a. The program is approved and supported by the national governing body of the sport or if there is an Olympic development program of training and competition.
- b. Directly funded by a national governing body on a national level.
- c. Authorized by a national governing body for athletes having potential for future national team participation.

Students who are invited to participate on National Teams or in Olympic Development Programs must contact their high school principal to obtain an application form. This must be completed at least thirty (30) days prior to participation.

2. During the school year, students who participate for their school in a sport may participate through training, try-out or competition on a National Team or in a United States Olympic Development Program provided the student receives an individual invitation from the United States Olympic Committee or the United States National Governing Body on the national level for that sport.
3. Students who have completed their eligibility in a sport are exempt from the non-school competition and training rules in that sport.

4. ATHLETIC CAMPS AND CLINICS —

A. School Year: Students may attend athletic camps and clinics

which have been approved by their high school principal.

B. Summer Vacation Period: Non-school specialized athletic camps and clinics do not require approval.

1. The non-school sponsored camp or clinic fee must be provided by the student or the student's parent(s) or guardian, unless other arrangements are approved by the Board of Directors.
2. A student may attend a camp or clinic where a member of the school's coaching staff (sophomore, B-Squad, junior varsity or varsity) in that sport owns, administers, directs, organizes, or serves as an instructor or is a staff member during the student's attendance.

C. Penalty:

1. First Violation: After confirmation of the first violation, the student shall lose eligibility in that sport for the next two (2) consecutive interscholastic contests or two (2) weeks of that season, whichever is greater. If there are fewer than two (2) events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two (2) games in the next sport season in which the student participates.
2. Second Violation: After confirmation of the second violation, the student shall lose eligibility in that sport for the next six (6) consecutive interscholastic contests or three (3) weeks, whichever is greater.
3. Third Violation: After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next twelve (12) consecutive interscholastic contests or four (4) weeks, whichever is greater.

5. TRANSFER RULE — Bylaw 111

- A. A transfer student is eligible for varsity competition provided the student was in good standing on the date of withdrawal from the last school the student attended and one (1) of the provisions in Section B (below) is met.
- B. A transfer student is eligible for varsity competition if:
 1. 9th Grade Option: The student is enrolling in 9th grade for the first time.
 2. Family Residence Change: the student transfers from one public school district attendance area to another public school district attendance area at any time during the calendar year in which there is a change of residence and occupancy in Minnesota by the student's parents. If the student's parents move from one public school district attendance area to another public school district attendance area, the student will be eligible in the new public school attendance area or a non-public school if the student transfers at the same time the student's parents move.

If the parents move from one public school district attendance area to another, the student shall continue to be fully eligible if the student continues enrollment in the prior school for the balance of the current marking period or for the balance of the academic school year. If the student elects either of the current enrollment options above, the student will be fully eligible upon transfer to the new school.

A student who elects not to transfer upon a parent's change in residence shall continue to be eligible at the school in which the student is currently enrolled.

3. Court Ordered Residence Change for Child Protection: the student's residence is changed pursuant to a child protection order placement in a foster home, or a juvenile court disposition order.
4. Custody of Student: a student of legally divorced parents who have joint physical custody of the student may move from one custodial parent to the other custodial parent and be fully eligible at the time of the move. The student may utilize this provision only one time during grades 9-12 inclusive.
5. Move from Out of State: if a student's parents move to Minnesota from a state or country outside of Minnesota and if the student moves at the same time the parent establishes a residence in a Minnesota public school district attendance area, the student shall be eligible at the first school the student attends in Minnesota.
6. Enrollment Options Program: a student who utilizes Minnesota Statute 124D.03 Enrollment Options Programs, and transfers without a corresponding change of residence by the student's parents shall elect one of the following:
 - a. retain full eligibility for varsity competition for one (1) calendar year at the school where the student was enrolled prior to the transfer after which time the student shall become fully eligible at the school to which the student has open enrolled; or
 - b. be eligible only at the non-varsity level in the school to which the student has open enrolled for one (1) calendar

year.

- C. If none of the provisions in Athletic Rule 5.B.2.1-5 (above) are met, the student is ineligible for varsity competition for a period of one (1) calendar year beginning with the first day of attendance in the new school.
 1. Students are immediately eligible for competition at the non-varsity level.
 2. A student may not obtain eligibility as a result of a transfer. If at the time of transfer the student was not fully eligible in the previous school, the student shall be ineligible in the new school. A student who was not in good standing at the time of transfer shall be ineligible until the penalty from the previous school has been served.

Each time a student transfers and the conditions of the transfer do not meet any of the provisions of Bylaw 111.2.A-E, the student will be ineligible for varsity competition for a period of one (1) calendar year beginning with the first day of attendance at the new school. For example, if a student, while serving a one-year transfer suspension, transfers to another school and none of the provisions of Bylaw

111.2.A-E are met, an additional one-year suspension will be applied. The student will begin serving the additional one-year suspension immediately following the completion of the previous one-year suspension.

* Denotes rules applicable to cheerleaders

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CONCUSSION MANAGEMENT RECOMMENDATIONS FOR MSHSL ATHLETES

Acute injury

When a player shows any symptoms or signs of a concussion, the following should be applied.

1. The player should not be allowed to return to play in the current game or practice.
2. The player should not be left alone, and regular monitoring for deterioration is essential over the initial few hours after injury.
3. The player should be medically evaluated after the injury.
4. Return to play must follow a medically supervised stepwise process.

A player should never return to play while symptomatic. "When in doubt, sit them out!"

Return to play protocol

As described above, most injuries will be simple concussions, and such injuries recover spontaneously over several days. In these situations, it is expected that an athlete will proceed rapidly through the stepwise return to play strategy.

During this period of recovery in the first few days after an injury, it is important to emphasize to the athlete that physical and cognitive rest is required. Activities that require concentration and attention may exacerbate the symptoms and as a result delay recovery.

The return to play after a concussion follows a stepwise process:

1. No activity, complete rest until all symptoms have resolved. Once asymptomatic, proceed to level 2.
2. Light aerobic exercise such as walking or stationary cycling, no resistance training.
3. Sport specific exercise—for example, skating in hockey, running in soccer; progressive addition of resistance training at steps 3 or 4.
4. Non-contact training drills.
5. Full contact training after medical clearance.
6. Game play.

With this stepwise progression, the athlete should continue to proceed to the next level if asymptomatic at the current level. If any post-concussion symptoms occur, the patient should drop back to the previous asymptomatic level and try to progress again after 24 hours.

In cases of complex concussion, the rehabilitation will be more prolonged, and return to play advice will be more circumspect. It is envisaged that complex cases should be managed by doctors with a specific expertise in the management of such injuries.

An additional consideration in return to play is that concussed athletes should not only be symptom-free but also should not be taking any pharmacological agents/drugs that may affect or modify the symptoms of concussion. If antidepressant treatment is started during the management of a complex concussion, the decision to return to play while still receiving such medication must be considered carefully by the clinician concerned (see below).

When there are team physicians experienced in concussion management with access to immediate—that is, sideline—neurocognitive assessment, return to play management is often more rapid, but it must still follow the same basic principles, namely full clinical and cognitive recovery before consideration of return to play.

Neurocognitive testing, utilizing computerized program like CogSport (Concussion Sentinel), Impact, and Headminders, can be a useful adjunct to the management of concussion in high school athletes and are best applied to the management of concussion when there is a baseline test to use for comparison after concussion. Baseline testing should be considered for athletes competing in contact sports, especially football, ice hockey, soccer, wrestling, and basketball. Testing is most cost effectively applied after symptoms have resolved.

For more information please refer to the references listed below and www.concussionsafety.com.

Signs Observed By Coaching Staff

Appears dazed and stunned
Is confused about assignment or position
Forgets sports plays
Is unsure of game, score, or opponent
Moves clumsily
Answers questions slowly
Loses consciousness (even briefly)
Shows behavior or personality changes
Can't recall events prior to hit or fall
Can't recall events after hit or fall

Symptoms Reported By Athlete

Headache or "pressure" in head
Nausea or vomiting
Balance problems or dizziness
Double or blurry vision
Sensitivity to light
Sensitivity to noise
Feeling sluggish, hazy, foggy, or groggy
Concentration or memory problems
Confusion
Does not "feel right"