

Ravenna Public School

Activities Handbook

Rules and Regulations

2023-24

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Introduction

Student participation in extracurricular activities has been linked to improved attendance, higher academic achievement and greater student self-confidence and self-esteem. Ravenna Public Schools provides students with the opportunity to participate in a comprehensive activities program which includes athletics, fine arts, and select clubs or organizations associated with academic areas.

Although the school district believes strongly in the value of student activities, participation in the activities program is a privilege, not a right. Students must obey the rules set out in this handbook and any additional rules created by their coach or activity sponsor. This handbook is advisory and does not create a “contract” with parents, students or staff. The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

Please read this handbook carefully. Students and their parents are responsible for complying with all of the rules and procedures detailed in this booklet.

Parents must sign the acknowledgement and permission to participate form at the end of this handbook before their student will be permitted to participate in the activity programs of the district.

The provisions in this handbook are subject to change at the sole discretion of the Board of Education. From time to time, you may receive updated information concerning changes in the handbook. These updates should be kept within the handbook so that it is up to date. If you have any questions regarding this handbook, please contact the Superintendent for assistance.

SECTION ONE:
GENERAL INFORMATION ABOUT THE ACTIVITIES PROGRAM

Academic Eligibility

To be eligible to participate in the school's activity programs, each student must (1) meet Nebraska State Activities Association (NSAA) requirements concerning scholastic eligibility, (2) meet the requirements of board policy including all rules applicable to the activity, and (3) have not less than a 70% grade in two or more classes for a period of one week to remain eligible to participate in any portion of the activities program. Participants must attend practices and participate in all conditioning during any period of ineligibility.

The school district will notify a participant and his or her parents whenever the participant is declared academically ineligible.

Students may not participate in any activity, performance or practice while serving a short-term suspension, long-term suspension, or expulsion from school.

Admission

Event admission is \$5.00 for adult, \$4.00 for student, and \$3.00 for any junior high game. K-12 Ravenna students are free admission. Admission pass price is \$40.00 for an adult pass (covers admission to all home extracurricular events; away events, conference tournaments, and NSAA district events are not covered by the activity card)

Eligibility Grades 7-12

Student academic eligibility for participation in extracurricular activities will be determined on a weekly basis. A student will become ineligible by maintaining an average of less than seventy percent (70%) in two or more classes weekly. There is a two week grace period at the start of each quarter. Following the grace period the eligibility report will be run each Tuesday at approximately 11:00 am. The eligibility period runs from Tuesday to the following Tuesday. Ineligible students, will at the discretion of the sponsor, be allowed to participate in practice. Activities affected by the eligibility rule are:

1. All interscholastic contests, including but not limited to, athletics, FFA, FBLA, speech contests, and similar organizations or events.
2. Cheerleading
3. Music competition, performances (except Christmas and Spring concerts), and clinics
4. Ineligible students are not allowed to attend extracurricular activities unless they are a participant in the activity
5. Other activities deemed appropriate by the principal

Attendance at Practices and Contests

Participants in the activities program are expected to attend and be on time at all practices and meetings scheduled by the coach or sponsor. Participants may be excused for absences resulting from a participant's illness, a death in the family, a doctor's appointment, a court appearance, or other absences that are arranged in advance. The coach, sponsor, or director of an activity may require a participant who has an excused absence to complete an alternate assignment for missing a practice, meeting, event, performance, or contest. A participant who is unable to attend a scheduled practice, meeting, or game must contact the coach or sponsor in advance. Students who are absent from school due to illness are not required to provide the coach or sponsor with additional notification of the student's absence from practice.

Students who are absent from school for more than half a day (4 periods) will not be permitted to attend, practice, or participate in an athletic contest or activity performance unless the student has the building principal's prior permission to participate despite the absence.

If a participant misses a scheduled contest or performance, the coach or sponsor may impose discipline up to and including suspension of the participant from the activity for the remainder of the season or length of the activity.

Closings

All activities will be canceled or postponed in the event that school has been called off for inclement weather or any other reason as determined by the administration, unless the administration determines that it is permissible for the activity to continue as scheduled.

Colors

The Ravenna School colors are royal blue and white.

Complaint Procedure

To reduce conflicts in the school's activities program, students and/or their parents should use the district's formal complaint procedure to manage conflicts about the program. The complaint procedure is printed in the school's student handbook and may be found on the district's web site: <http://www.ravennabluejays.org>.

Concussion Awareness

The Nebraska Unicameral has found that concussions are one of the "most commonly reported injuries in children and adolescents who participate in sports and recreational activities and that the risk of catastrophic injury or death is significant when a concussion or brain injury is not properly evaluated and managed."

The School District will:

- a. Require all coaches and trainers to complete one of the following on-line courses on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury
 - Heads UP Concussions in Youth Sports
 - *Concussion in Sports—What You Need to Know
 - Sports Safety International
 - ConcussionWise
 - ACTive™ Athletic Concussion Training for Coaches; and

*Currently used by Ravenna Public Schools

- b. On an annual basis provide concussion and brain injury information to students and their parents or guardians prior to such students initiating practice or competition. This information will include:
 - 1 The signs and symptoms of a concussion;
 - 2 The risks posed by sustaining a concussion; and
 - 3 The actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

A student who participates on a school athletic team must be removed from a practice or game when he/she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed healthcare professional. The student will not be permitted to participate in any school supervised team athletic activities involving physical exertion, including practices or games, until the student:

- a. has been evaluated by a licensed healthcare professional;
- b. has received written and signed clearance to resume participation in athletic activities from the licensed healthcare professional; and
- c. has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity, the activity sponsor will complete a "Ravenna Public Schools Accident Report Form" and the parent or guardian of the student will be notified by the school of:

- a. the date and approximate time of the injury suffered by the student,
- b. the signs and symptoms of a concussion or brain injury that were observed, and
- c. any actions taken to treat the student.

The school district will not provide for the presence of a licensed health care professional at any practice or game.

School officials shall deem the signature of an individual who represents that he/she is a licensed health care professional on a written clearance to resume participation that is provided to the school to be conclusive and reliable evidence that the individual who signed the clearance is a licensed healthcare professional. The school will not take any additional or independent steps to verify the individual's qualifications.

Dances

School dances are part of the district's extracurricular activity program. Students who wish to participate in school dances must comply with the activity code. Students may be prohibited from participating in school dances as a consequence for violating school rules or these activity rules. Students who are academically ineligible will not be allowed to attend school dances.

Junior High/Middle School Dances

Junior high/middle school (7-8) dances may be held by clubs and organizations at regularly scheduled times and appropriate seasons but outside the regular school hours. Such activities must end by 10 PM on school days and 11:45 PM on Fridays and Saturdays unless changed by the Principal. School events which allow for an outside date must have the date registered with the principal's office at least one week before the activity is to occur. Forms for registration will be made available prior to the event. Verification of the outside date must be approved by the guest's school administration. Once at the dance, if a student leaves, they will not be permitted to return. Students who are academically ineligible will not be allowed to attend school dances.

High School Dances

Dances may be held by clubs and organizations at regularly scheduled times and appropriate seasons but outside the regular school hours. Such activities must end by 10 PM on school days and 11:45 PM on Fridays and Saturdays unless changed by the Principal. School events which allow for an outside date must have the date registered with the principal's office at least one week before the activity is to occur. All dates of Ravenna 9-12 students must be at least a 9th grade student and cannot be older than 20 years old. Forms for registration will be made available prior to the event. Verification of the outside date must be approved by the guest's school administration. Once at the dance, if a student leaves, they will not be permitted to return. Students who are academically ineligible will not be allowed to attend school dances.

Homecoming (Open to all 9th-12th grade students and approved outside guests, Junior High students are ineligible to attend)

Winter Dance (Open to all Ravenna 7th-12th grade students, only Ravenna 9th-12th grade students are permitted to bring an approved outside guest)

Junior-Senior prom is to be held each year during the spring semester. Only Ravenna High School Junior and Senior students (and their dates) may attend. Ravenna High School students in the 9th and 10th grades may only attend as dates of Juniors and Seniors. Foreign

exchange students and prom servers are also allowed to attend prom. Junior High Students are ineligible to attend prom. Outside dates of Ravenna High School Juniors and Seniors must be at least 9th grade students and cannot be older than 20 years old. Students who are academically ineligible will not be allowed to attend school dances.

Electronic Communication

The school board supports the use of technology by coaches, extracurricular sponsors, and other staff members to communicate with students for legitimate educational, extracurricular, and other school-related purposes. However, electronic communication between students and teachers, sponsors, and coaches shall be appropriate at all times and shall not violate any law, district policies, or the Regulations and Standards for Professional Practices Criteria, commonly known as Rule 27 of the Nebraska Department of Education ("Rule 27"). Please see the Social Media Policy For School District Employees for further explanation.

Equipment

Each participant in the athletic portion of the activities program will be issued a locker to store his/her personal belongings and school equipment that has been checked out. Students should secure their athletic lockers with combination locks.

School-owned clothing or equipment that is checked out to individual students remains the property of the school. The clothing or equipment is not to be used or worn by the student except for the intended use. Each piece of equipment or clothing is to be returned to the instructor or coach when the season or the use for such clothing or equipment is over. Each participant is responsible for all equipment checked out to him/her. Students will be assessed the replacement cost for school equipment that has been checked out to him/her and is lost or stolen.

Fundraising

All school-sponsored fundraising activities must be approved by a member of the school district administration. Fundraising for any activity must comply with the district's policies, including applicable provisions specifically pertaining to Booster Clubs and PTOs for non-school-sponsored fundraising. Use of the school mascot shall not be permitted unless approved by the principal/AD.

Individual Training Rules and Rules of Conduct

Head coaches or sponsors may develop additional training rules or rules of conduct for their activity. Students are responsible for knowing these rules and complying with them.

Initiations and Hazing

Initiations by classes, clubs, or athletic teams are prohibited except by permission of the administration. Hazing in connection with any school organization is absolutely prohibited. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to whipping, beating, branding, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

Injuries

Participants who suffer any type of injury while involved in extracurricular activities must notify the coach or sponsor immediately. The coach or sponsor will then evaluate the injury and, if necessary, notify the participant's parents or seek immediate medical treatment.

If at any time during participation, a doctor removes an athlete from participation because of an illness or injury, the athlete must have a written release from a doctor before participating again. The written release must be given to the coach or sponsor of the activity.

Note: The release requirement will be satisfied if the initial doctor's order specifies the duration of the student's restriction from participation and/or competition. Also see Concussion Awareness above.

Insurance

The school district does not provide medical or other insurance coverage for students who participate in athletic contests or other activities. It is the parents' responsibility to provide adequate insurance to cover any medical expenses that may be incurred while the student is participating in athletics or other activities.

Lettering Requirements

The following guidelines will be used in determining students' eligibility for lettering:

Basketball:

Any member of the Basketball team may earn a varsity letter by being a member of the team for an entire season. They must adhere to all team rules and regulations, including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-In addition, a member must participate in at least 50% of the quarters or play meaningful minutes in a district or state competition to be eligible for a varsity letter.

-If a player is a senior and did not play in 50% of the quarters, they may letter by having been out for basketball for all four years of their high school career.

-Coach's discretion can be used in determining lettering requirements.

Cross Country:

Any member of the Varsity Boys/Girls Cross Country Team may earn a varsity letter by adhering to the following requirements:

-Being a member of the team for an entire season.

-Adhere to all team rules, regulations; including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-Compete in at least 4 of the 6 scheduled varsity meets other than Districts and State and place in the top half of competitors at the meet.

- **First 6 runners for Ravenna

-Have an average course time of less than:

- 24:00 minutes for boys

- 27:00 minutes for girls

-If they fail to make the average time for their gender, they may also earn a letter by having an increase in time of 2:00 minutes or more when you do the following. (average the two highest times and then average the two lowest times and subtract to find the difference.)

-Coach's discretion can be used in determining lettering requirements.

Football:

Any member of the Varsity Football Team may earn a varsity letter by being a member of the team for an entire season. They must adhere to all team rules and regulations, including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-In addition, a member must participate in at least 50% of the scheduled contests for the entire season to be eligible for a varsity letter.

-If a player is a senior and did not play in 50% of all quarters of varsity play, he may letter by having been out for football all four years of high school career.

-All members who have met the general criteria will receive a varsity letter if the team wins the state championship.

-Coach's discretion can be used in determining lettering requirements.

Golf (Boys & Girls):

Any member of the Varsity Golf Team may earn a varsity letter by being a member of the team for an entire season. They must adhere to all team rules and regulations, including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-In addition, a member must participate in at least 50% of the matches or the district, state championships to be eligible for a varsity letter.

-All members who have met the general criteria will receive a varsity letter if the team wins the state championship.

-If a player is a senior and did not play in 50% of the matches, he may letter by having been out for golf for all four years of his high school career.

-Coach's discretion can be used in determining lettering requirements.

Instrumental and Vocal Music:

-Participants must have a current average of 93% or better, and have had a 93% or better for the previous 3 quarters. Criteria for earning an “A” are outlined in the music handbook and/or are available from the instructor

-Participants must demonstrate high quality rehearsal and performance habits, exhibit and encourage a positive attitude toward the music program, and demonstrate strong positive leadership skills.

-Participants must attend all scheduled rehearsals, performances, and contests unless previously excused by the director.

-Participants with any quarter of a “C” or more than one quarter with a “B” will not be eligible to letter in the activity.

Play Production:

-Any student who receives an individual acting award during the season may receive a letter.

-Director’s discretion can be used in determining lettering requirements.

Speech:

-Compete in at least four tournaments.

-Practice with his or her coach once a week.

-Be recommended to letter by their coach.

Student Managers:

-In order to letter, the student manager must be in high school, complete the season and have the recommendation of the head coach of the sport involved.

Track:

An athlete must:

-Place in the top six of an individual event or relay race at a meet containing 4 or more teams.

-Finish the season with the track team.

-Coach’s discretion can be used to determine lettering requirements.

Volleyball:

Any member of the Varsity Volleyball Team may earn a varsity letter by being a member of the team for an entire season. They must adhere to all team rules and regulations, including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-In addition, a member must participate in at least one third of the scheduled sets played for the entire season to be eligible for a varsity letter.

-If a player is a senior and did not play in one third of all sets of varsity play, she may letter by having been out for volleyball all four years of high school career.

-All members who have met the general criteria will receive a varsity letter if the team wins the state championship.

-Coach’s discretion can be used in determining lettering requirements.

Wrestling:

An athlete must:

-Place in the top 3 in a tournament containing 8 or more teams (OR)

-Score at least 6 team points in Dual Meets (OR)

-Wrestle at least ½ of all varsity matches throughout the year (OR)

-Be a senior and wrestled all 4 years

-Coach's discretion can be used in determining lettering requirements

Mascot

The official emblem for boys' and girls' athletic teams is the Blue Jays. The mascot cannot be used for non-school-sponsored purposes unless approved by the principal/AD.

Practices

The individual head coach or sponsor, in cooperation with the high school principal, will schedule all starting times of practices. All participants are expected to be ready at the time set by the coach or sponsor.

To be eligible to practice, a participant must satisfy the following requirements:

1. Submit to the coach or sponsor the following forms:
 - a. Student Activities Physical Form
 - b. Ravenna Public Schools Permission to Participate
 - c. NSAA Student & Parent Consent Form
 - d. Authorization & Acknowledgement of Activities Handbook
 - e. Acknowledgement of Activities Code of Conduct
 - f. New West Release Agreement
 - g. Family Physical Therapy Release Agreement
 - h. A signed Acknowledgement of Activities Code of Conduct that indicates the student and parent(s) understand the school's position regarding the use or possession of alcohol, tobacco/nicotine, and other related drugs.
 - i. Furnish proof of insurance to the high school principal/AD through the Ravenna Public Schools Permission to Participate Form.

Reimbursement

When students and staff are participating in a *school sponsored activity* that requires them to be absent from school at meal times the following guidelines will be used for meal allowances: Breakfast-\$5.00, Lunch-\$10.00, and Dinner-\$10.00. The school district will also provide transportation and lodging for students and sponsors.

Reimbursement for "extended" stays at national/state/district level competition and for students attending such events who did not qualify for the competition at such events will be handled in the following manner. If an activity sponsor would like to take students to competition who did not qualify to compete, for the purpose of "program development" or "rewarding" the student for participation in the activities program, they may do so, but they must use money from their activity fund to do so. As an example, if a student did not qualify to go wrestle at the state wrestling meet, and the coach still wants to take that student along to the state meet, the fees (room, lodging, entry fee to event) associated with that will be taken from the wrestling activity account. If an activity sponsor wants to arrive "early" or "stay late" at a competition that his/her team or individual competitor has qualified for, they may do that with administrative approval and provided that they have the money in their activity account to

pay for the "extended stay". An example of this would be state basketball. If the team plays at 2:00 on Thursday, they could easily leave Thursday morning and make it to the game. However, if the coach would like to go down the night before (Wednesday), the coach would need to have that money in their activity account to pay for the meals and lodging associated with the Wednesday night stay. Furthermore, if the team were to get "beat out" on Thursday and wish to stay and have the student athletes experience the rest of the tournament play on Friday and Saturday for the purpose of "program development" or "reward," the money for such an "extended stay" would come out of the basketball activity fund for the hotel, meals, entry free for the event associated with the extended stay. In essence, general fund money will support the activity participants and sponsors with the necessary food, lodging, and entry fees needed to compete for the time they are qualified/required to compete. However, any "extended" time they stay at the event will be the financial responsibility of that activity sponsor's activity account, which is energized through charitable donations and fundraising, not tax revenue. If the funds required for the "extended stay" are not available at the time of the request for the "extended stay," it will not be approved by the administration.

Secret Organizations

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society or association.

Student Manager, Helpers, or Activity Aids

Students wishing to serve as student volunteers for extracurricular activities must gain the permission of the activity coach or sponsor. Student volunteers must comply with all of the rules and procedures contained in this handbook.

Sunday and Wednesday Night Activities

In order to provide students sufficient time away from school for family-related activities, the school will endeavor not to schedule activities on Wednesday evenings or on Sundays. Practices will be organized so that all participants are showered, dressed and/or leave the facilities by 6:00 p.m. on Wednesday nights. An exception to this guideline would be when a team, group of students, or an individual may be required to participate in an activity sponsored by the conference, district, or state on a Wednesday night.

Practices scheduled for a Sunday must have the prior approval of the superintendent.

Transportation

All participants are expected to ride to and from away activities by means of approved school transportation.

A participant may ride home with his or her parent/guardian only if the parent/guardian personally contacts the sponsor at the activity. A participant may ride home with an adult if the

participant's parent/guardian has personally contacted the principal prior to the activity and the adult personally contacts the sponsor at the activity prior to leaving with the student. Parents are discouraged from requesting to take their children home after an away contest or performance. Travel to and from an event provides time for the students to further develop a strong team concept.

Weight Room

The weight room has been developed to help each athlete, student, or adult in the community maintain a level of physical fitness. No one may use the weight room or equipment without proper supervision. The school will develop a schedule for use of the weight room by athletes during the school year and during the summer months.

The weight room is a high demand area within the school facilities. The following guidelines will help determine the priorities in reference to use if more than one group desires to use the facility at the same time:

1. Physical education instruction
2. By the team sports, which are in season
3. Conditioning programs for athletes not currently out for a sport, provided their use does not interfere with the sports in season and provided they have an adult sponsor providing direct supervision
4. Summer conditioning programs
5. Adult education

SECTION TWO: AVAILABLE ACTIVITIES

AcaDeca

The Academic Decathlon is the only annual high school academic competition organized by the non-profit United States Academic Decathlon Association. The competition consists of seven multiple choice tests, two performance events, and an essay.

Athletic Teams

Basketball (boys and girls)
Cross County (boys and girls)
Football
Golf (boys and girls)
Track (boys and girls)
Volleyball
Wrestling

Band

The school district sponsors marching band, pep band, and concert band. Participants must be enrolled in band class in order to be eligible to participate in these groups.

Cheer Squad

Participants are selected by the sponsor(s) or judges appointed by the sponsor. Members of the cheer squad will attend all home and selected away athletic contests. Away events must include postseason contest for football, volleyball, and basketball unless approved by administration.

Dance Team

Dance Team is a team of participants that participates in competitive dance. In a routine, a squad will incorporate a specific dance style, technical work, and, depending on the routine and/or cheers. Dance teams are also popular in performance dance, especially at sporting events, most commonly performing during the pregame and halftime periods of football and basketball games.

Drama Club

The Drama Club is open to all students interested in any aspect of theater and offers varying levels of involvement. The main focus of this club is to produce a one-act play for fall competition.

Future Business Leaders of America (FBLA)

FBLA is an integral part of the vocational business department and membership is limited to those students with at least one semester of work in the business education field. One of the primary objectives of FBLA is developing leadership and responsibility.

Future Farmers of America (FFA)

FFA is an integral part of the agricultural education department and all students of that department are urged to belong. The activities include training in leadership, opportunities for travel and recreation, and safety and community service activities. Students may participate in field trips, conventions, judging contests and hands-on experience.

SkillsUSA

SkillsUSA is a national partnership of students, teachers and industry representatives working together to ensure America has a skilled workforce. SkillsUSA is an individual membership organization serving middle school, high school and college/postsecondary students who are preparing for careers in technical, skilled and service occupations, including health occupations. SkillsUSA Inc. is a national nonprofit and tax-exempt organization.

National Honor Society (NHS)

The National Honor Society is a national organization that recognizes student character, scholarship, leadership, and service to the school.

Student members shall be selected from the junior and senior classes by the high school faculty. The results of the selection will be announced annually.

Robotics

In Robotics, teams of students are tasked with designing and building a robot to play against other teams from around the world in a game-based engineering challenge. Classroom STEM concepts are put to the test on the playing field as students learn lifelong skills in teamwork, leadership, communications, and more. Tournaments are held year-round at the regional, state, and national levels.

Science Olympiad

Science Olympiad is a national non-profit organization dedicated to improving the quality of K-12 science education, increasing male, female and minority interest in science, creating a technologically-literate workforce and providing recognition for outstanding achievement by both students and teachers. These goals are achieved by participating in Science Olympiad tournaments and non-competitive events, incorporating Science Olympiad into classroom curriculum and attending teacher training institutes.

Student Council

The purpose of student government is to arouse the spirit of loyalty toward the school, to promote good citizenship, to sponsor school activities, to extend the spirit of good fellowship throughout the student body, to foster a spirit of cooperation between the students and faculty and to seek to develop a spirit of cooperation, goodwill and better understanding with other

schools. The organization, operation and scope of the student government shall be administered by the superintendent or designee.

Speech

Students compete in 12 different categories of competition. These include debate, current events speaking, and several theater type acting events.

STAR

STAR stands for Students Teaching About Responsibilities. STAR is a group of student leaders selected from grades 7-12, who elect to promote positive leadership in the school and in the community.

Student Publications

The yearbook is published by the Journalism class along with the help of its teacher. The annual is financed by funds raised from the sale of the books.

Vocal Music

Vocal Music provides students with the opportunity to learn the essentials of vocal music performance. Various forms of vocal music are performed. Students have the opportunity to participate in swing choir and show choir competitions throughout the course of the year.

Quiz Bowl

Quiz Bowl is a game in which two teams compete head-to-head to answer questions from all areas of knowledge including history, literature, science, fine arts, current events, sports, and popular culture.

SECTION THREE: NEBRASKA STATE ACTIVITY ASSOCIATION RULES

Eligibility

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association. Eligibility requirements are established by the NSAA in its Constitution and its Bylaws and Approved Rulings. These documents can be found online at <http://nsaahome.org/yearbook.php>. A summary of the major rules governing student eligibility and participation is given below. The established NSAA Constitution & Bylaws overrule any conflicting or inaccurate information presented below. Contact the principal, activities director, or the activity sponsor or coach for an explanation of the complete rule.

1. Student must be a bonafide student of their member school and have not graduated from any high school.
2. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.
3. Student is ineligible if nineteen years of age before August 1 of current school year. (Student in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)
4. Student must be enrolled in some high school on or before the eleventh school day of the current semester.
5. **Guardianship does not fulfill the definition of a parent.** If a guardian has been appointed for a student, the student is eligible in the school district where his/her natural parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for his/her review and a ruling.
6. A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days.
7. **Student eligibility related to domicile can be attained in the following manners:**
 - a. If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.

b. If the parents moved during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school he/she has been attending and retain eligibility.

c. If a student elects to remain at the high school where he/she initially enrolled after being promoted from grade eight of a middle or junior high school, or grade nine of a junior high school, he/she is eligible at that school, or is eligible at a high school located within the school district in which the parents established their domicile.

d. **If the legal parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.**

8. Nebraska transfer students whose name appears on the NSAA transfer list prior to May 1 shall be eligible immediately in the fall. Those students whose name does not appear on the NSAA transfer list prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.

9. Nebraska transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the 2023-24 school year prior to May 1, 2023; for the student to be eligible. The school to which the transfer is being made must have notified the NSAA office via an NSAA online transfer form, no later than May 1, 2023. The student would become ineligible for ninety school days the next fall if the student were to change his/her mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to his/her former district before 90 school days have elapsed, such student will be ineligible in the former district for 90 school days, with the ineligibility period commencing at the start of the fall semester. Those students, who did not have their enrollment forms signed, delivered and accepted prior to May 1, 2023, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.

10. Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport, which are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.

11. During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp or school.

12. A student shall not participate on an all-star team while a high school undergraduate.

13. A student must maintain his/her amateur status.

NSAA Sportsmanship Rules

Students must abide by the Nebraska School Activities Association Sportsmanship Rules. A complete copy of these rules can be found at <http://www.nsaahome.org/nsaaforms/pdf/manualsp.pdf>. Unsportsmanlike conduct shall include physical or verbal assault upon any participant, game official, or spectator, or any acts, which may endanger the personal safety of individuals involved, or acts, which hinder the normal progress of a contest or lead to the restriction or discontinuance of a contest.

If a student, participant, patron, and/or staff member representing a member school acts in a manner constituting unsportsmanlike behavior during such competition the member school and/ or individuals shall be subject to penalties. A student, participant, patron, and/or staff member may not be permitted to attend activities if involved in unsportsmanlike conduct.

SECTION FOUR: CODE OF CONDUCT

All students associated with Ravenna Public Schools and participating in extracurricular or school sponsored activities (including all NSAA activities) are required to avoid conduct that is detrimental to the integrity of and public confidence in the school. Rules promoting lawful, ethical, and responsible conduct serve the interests of all people associated with the school. Illegal and irresponsible conduct puts people at risk, tarnishes the reputation of the offender and everyone else associated with the school, and undermines the public support and respect of the school district.

Standard of Conduct - Participation in school-sponsored or extracurricular activities is a privilege and not a right. Participants must follow board policy, this code, and all the training rules and rules of conduct of the coaches and/or activity sponsors. Students participating in school-sponsored or extracurricular activities are held to a high standard. Students are expected to conduct themselves in a way that is lawful, responsible, promotes the values upon which the school is based, and that brings credit to themselves and the school. Students who fail to live up to the required standard of conduct are guilty of detrimental conduct and subject to discipline under all school policies, the general student code of conduct, and these Activity Participation Rules.

Coach and Sponsor Rules - Coaches and/or activity sponsors shall establish training rules or rules of conduct for participation in and for attendance at the activity or event. General training rules or rules of conduct shall be established prior to the activity or event. This Code shall control in the event that there is a conflict with coach or sponsor rules.

Prohibited Conduct - Students in school-sponsored and/or extracurricular activities may not engage in the following conduct:

1. Receipt of a criminal citation by law enforcement for any reason.
2. Conviction of a crime in adult court or the adjudication of a criminal charge in juvenile court.
3. Any behavior that is illegal under the laws of Nebraska or the United States of America regardless of whether it results in a criminal charge or conviction.
4. Any conduct that substantially interferes with the educational process or disrupts the activity or event.
5. Possession, use, distribution, or being at parties in the presence of alcohol, illicit drugs, tobacco/nicotine, or controlled substances, or any lookalike or imitations thereof, without parental supervision, or being under the influence of alcohol, illicit drugs, tobacco/nicotine, or controlled substances, or any lookalike or imitations thereof. "Lookalike

or imitations" means substances such as K2 and products like electronic cigarettes, vapor pens, etc. (Note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the use or abuse of any substance for the purpose of inducing a condition of intoxication, stupefaction, depression, giddiness, paralysis, inebriation, excitement, or irrational behavior, or in any manner changing, distorting, or disturbing the auditory, visual, mental, or nervous processes).

6. Hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault.

7. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target.

8. Using any Internet or social networking websites to make statements, post pictures, or take any other actions that are indecent, vulgar, lewd, slanderous, abusive, threatening, harassing or terrorizing.

9. Violating any school policy or a coach's or activity sponsor's training rules or rules of conduct.

10. Dressing or grooming in a manner which is (A) dangerous to the student's health and safety or a danger to the health and safety of others, (B) lewd, indecent, vulgar, or plainly offensive, (C) materially and substantially disruptive to the work and discipline of the school or an

extracurricular activity, (D) interpreted to advocate the use of illegal drugs or other substances by a reasonable observer.

11. Failing to report for an activity at the beginning of a season unless excused by the coach or activity sponsor.

12. Failing to attend scheduled practices and meetings unless excused by the coach or activity sponsor.

Such conduct is prohibited during the school year and while students are participating in school-sponsored events during summer months, regardless of whether it occurs on-campus or off-campus. School year means the period commencing on the first day of fall sports practice through the last day of spring sports practice, events, or attendance at school for a given school year. Summer months means the period commencing after the last of spring sports practice, events, or attendance at school for a given school year until the first day of fall sports practice.

Discipline - Students who violate any provision of these Activity Participation Rules may be subject to discipline up to and including expulsion from extracurricular activities and school sponsored events. Disciplinary action may include a probationary period and conditions that must be satisfied prior to or following reinstatement. Administrators and coaches will take the following into consideration when making disciplinary decisions:

1. Any prior or additional misconduct;
2. The nature and seriousness of the offense;
3. The motivation for the offense;
4. The amount of violence involved;
5. The student's demeanor and attitude regarding the violation;
6. The actual, threatened, or potential risk to the student and others due to the student's behavior;
7. Whether the student has compensated or will compensate the victim in the event of property damage or personal injury;
8. Whether the circumstances of the violation are likely to recur;
9. The student's willingness to participate in evaluations, counseling, or other programs;
10. Any mitigating factors;
11. Any other relevant factors.

If suspended, the student must continue to participate in practices and conditioning during the suspension if required by the coach or activity sponsor. The failure to comply with the practice and conditioning requirement will make the student ineligible for reinstatement to the activity.

Evaluation, Counseling, and Treatment - Apart from any other disciplinary procedures, students who violate any provision of these rules may be required to undergo a formal clinical evaluation at the administration's discretion. Based upon the results of that evaluation, the student may be encouraged or required to participate in an education program, counseling, or other treatment deemed appropriate by the evaluating professional.

Reporting of Incident - Students shall report any violation of these rules to the coach, principal, or superintendent no later than 30 minutes after the beginning of the next school day

after the violation has occurred. Failure to report an incident will constitute a violation of these rules and will be taken into consideration in making disciplinary determinations under this policy.

Discipline Procedures - Prior to any disciplinary action under this activities code, the following procedures shall be followed:

1. The coach or activity sponsor shall make an investigation of alleged violation and provide an opportunity for the student to present his or her version of the facts surrounding the alleged violation.
2. The student and his/her parent or guardian shall be given oral or written notice of the information obtained as a result of the investigation and provided an opportunity to confer with the coach or sponsor and building principal or activities director regarding the incident and any resulting disciplinary action.
3. The coach or activity sponsor shall make a decision regarding disciplinary action after steps 1 and 2 have been followed and shall report to and consult with the principal regarding the decision.
4. The student or the student's parents will be given written notice of the disciplinary action taken within a reasonable amount of time by the activity sponsor.

Consequences

First Offense: 10-day activity suspension and a minimum of 1 event/competition suspension.

Second Offense Within One-Calendar Year: 20-day activity suspension and a minimum of 2 event/competition suspension.

Third Offense Within One-Calendar Year: Suspension from all activities for one calendar year from the date of the third offense.

Guidance & Examples Regarding Application of Consequences.

a) The period of activity suspension begins the day the consequence is decided upon and imposed by the AD/Principal and shall be counted in calendar days, not school days.

b) The student may practice/participate, but not compete during the period of activity suspension, at the sponsor's discretion.

c) The student may attend competition, but not compete, during the activity suspension, at the activity sponsor's discretion.

d) The student may not participate in any competition during the suspension period, even if the participant has satisfied the number of event/competition suspension(s) s/he is required to meet to fulfill the activity suspension requirements.

e) If a student is not restricted from participating in an activity event/competition during the activity suspension, due to an absence of activity events/competitions during the period of suspension, the student is then required to be restricted from the next

event/competition for which they are eligible that occurs outside of the activity suspension time frame.

f) Activity sponsors are allowed to develop disciplinary consequences specific to their activity that restrict event/competition participation based on their specific activity guidelines, provided they are in the sponsor's specific activities by-laws or handbook. As a result, the student may receive an additional event/competition suspension, due to the specific by-laws or handbook of an activity. This additional event/competition suspension can only be applied by the activity sponsor with administrative approval and with the understanding that the parent and student have due process rights to contest such suspension to the administration. As an example, if a student in FFA is at a summer, school-sponsored FFA activity and earns a 10-day activity suspension, and the corresponding 1 minimum event/competition suspension, the student's activity suspension would begin the first day of fall practice and end 10 days thereafter. Even if the student were to be suspended from 1 event/competition during the 10-day suspension that was not an FFA event/competition, the FFA Sponsor could still suspend the student from 1 or more FFA event/competition, provided such suspension was provided for in the FFA Handbook or FFA By-Laws.

Review of Coach's Decision - A student or the student's parents may, within 5 school days of the notice of disciplinary action from the coach or activity sponsor, notify the principal/AD in writing of their request for a review of the coach or activity sponsor's determination. The principal/AD or his or her designee shall review the situation and render a decision within 3 school days from the date of the request for review. The superintendent's decision shall be in writing and shall be final.

Misrepresentations - Any misrepresentation of fact by a student regarding any alleged violation of these rules shall be considered a separate violation of these rules, and the student shall be subject to additional disciplinary action.

Questions - Any parent or student who has questions about board policy, this code, training rules or rules of conduct of coaches or activity sponsors, or their interpretation or application shall consult with the activities director and/or the superintendent.

Assistance - Students are encouraged to consult with their coach, an administrator, a counselor, or a teacher to obtain access to educational, counseling, and other programs and resources that may be available to help avoid misconduct that may result in discipline under this policy.

A Parent's Guide to Concussions

WHAT IS A CONCUSSION?

A concussion is a brain injury which results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. An athlete does not have to lose consciousness ("knocked-out") to suffer a concussion.

CONCUSSION FACTS

- It is estimated that more than 140,000 high school athletes across the United States suffer a concussion each year. (Data from NFHS Injury Surveillance System).
- Concussions occur most frequently in football, but girl's lacrosse, girls' soccer, boy's lacrosse, wrestling and girls' basketball follow closely behind. All athletes are at risk.
- A concussion is a traumatic injury to the brain.
- Concussion symptoms may last from a few days to several months.
- Concussions can cause symptoms which interfere with school, work, and social life.
- Athletes who have symptoms from a concussion should not return to sports because they are still at risk for prolonging symptoms and further injury.
- A concussion may cause multiple symptoms. Many symptoms appear immediately after the injury, while others may develop over the next several days or weeks. The symptoms may be subtle and are often difficult to fully recognize.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

Signs Observed by Parents or Guardians

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- 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 or noise
- Feeling sluggish, hazy, foggy, or groggy

- Concentration or memory problems
- Does not “feel right”
- Confusion

WHAT SHOULD I DO IF I THINK MY CHILD HAS HAD A CONCUSSION?

An athlete who is suspected of having a concussion must be removed from play immediately, whether it a game or practice. Continuing to participate in physical activity after a concussion can lead to worsening concussion symptoms, increased risk of further injury, and even death. Parents and coaches are not expected to be able to “diagnose” a concussion, as that is the job of a medical professional. However, they must be aware of the signs and symptoms of a concussion and if they are suspicious, the child must stop playing:

WHEN IN DOUBT – SIT THEM OUT!

Every athlete who sustains a concussion needs to be evaluated by a health care professional who is familiar with sports concussions. Parents should call their child’s physician, explain what has happened, and follow the physician’s instructions. A child who is vomiting, has a severe headache, or has difficulty staying awake or answering simple questions should be taken to the parent’s doctor or emergency room immediately.

WHEN MAY AN ATHLETE RETURN TO PLAY FOLLOWING A CONCUSSION?

No athlete who has suffered a concussion should return to play or practice the same day. Previously, athletes were allowed to return to play if their symptoms resolved within 15 minutes of the injury. Studies have shown that the young brain does not recover quickly enough for an athlete to return to activity in such a short time.

Concerns about athletes who return to play too quickly have led state lawmakers in Oregon and Washington to pass laws stating that **no athlete shall return to play on the day he or she suffered a concussion and the athlete must be cleared by an appropriate health care professional before he or she are allowed to return to play in games or practices.** The laws also mandate that coaches receive education on recognizing the signs and symptoms of concussion.

Once an athlete is free of symptoms of a concussion and is cleared to return to play by a health care professional knowledgeable in the care of sports concussions, he or she should proceed with activity in a step-wise fashion to allow the brain to readjust to exertion. On average, the athlete will complete a new step each day. The return-to-play schedule should proceed as below following medical clearance:

Step 1: Light exercise, including walking or riding an exercise bike. No weight-lifting.

Step 2: Running in the gym or on the field. No helmet or other equipment.

Step 3: Non-contact training drills in full equipment. Weight training can begin.

Step 4: Full contact practice or training.

Step 5: Game play.

If symptoms occur at any step, the athlete should cease activity and be re-evaluated by a health care provider.

HOW CAN A CONCUSSION AFFECT SCHOOLWORK?

Following a concussion, many athletes will have difficulty in school. These problems may last from days to months and often involve difficulties with short and long-term memory, concentration, and organization.

In many cases, it is best to reduce the athlete’s class load after the injury. This may include staying home from school for a few days, followed by a lightened schedule for a few days or perhaps a longer period of time if needed. Decreasing the stress on the brain soon after a concussion may reduce symptoms and shorten the recovery period.

WHAT CAN YOU DO?

- Both you and your child should learn to recognize the “Signs and Symptoms” of a concussion as listed above.
- Emphasize to administrators, coaches, teachers, and other parents your concerns and expectations about concussion and safe play.
- Teach your child to tell the coaching staff if he or she experiences such symptoms.
- Teach your child to tell the coaching staff if he or she suspects that a teammate has a concussion.
- Monitor sports equipment for safety, fit, and maintenance.
- Ask teachers to monitor any decrease in grades or changes in behavior that could indicate concussion.
- Report concussions that occurred during the school year to appropriate school staff. This will help in monitoring injured athletes as they move to the next season’s sports.

OTHER FREQUENTLY ASKED QUESTIONS:

Why is it so important that an athlete not return to play until they have completely recovered from a concussion?

An athlete who has not fully recovered from an initial concussion is very vulnerable to recurrent, cumulative, and even catastrophic consequences of a second concussive injury. Such difficulties are prevented if the athlete is allowed time to recover from the concussion and return-to-play decisions are carefully made. No athlete should return to sport or other at-risk participation when symptoms of a concussion are present and recovery is ongoing.

Is a “CT scan” or MRI needed to diagnose a concussion?

Diagnostic testing which includes CT (“CAT”) and MRI scans are rarely needed following a concussion. While these are helpful in identifying life-threatening brain injuries (e.g., skull fracture, bleeding, swelling), they are not normally used, even by athletes who have sustained severe concussions. A concussion is diagnosed based upon the athlete’s story of the injury and the health care provider’s physical examination.

What is the best treatment to help my child recover more quickly from a concussion?

The best treatment for a concussion is rest. There are no medications that can speed the recovery from a concussion. Exposure to loud noises, bright lights, computers, video games, television and phones (including text messaging) may exacerbate the symptoms of a concussion. You should allow your child to rest as much as possible in the days following a concussion. As the symptoms decrease, you may allow increased use of computers, phone, video games, etc., but the access must be reduced if symptoms worsen.

How long do the symptoms of a concussion usually last?

The symptoms of a concussion will usually go away within one week of the initial injury. You should anticipate that your child will likely be out of sports for about two weeks following a concussion. However, in some cases, symptoms may last for several weeks or even months. Symptoms such as headache, memory problems, poor concentration, and mood changes can interfere with school, work, and social interactions. The potential for such long-term symptoms indicates the need for careful management of all concussions.

How many concussions can an athlete have before he or she should stop playing sports?

There is no “magic number” of concussions that determine when an athlete should give up playing contact or collision sports. The circumstances surrounding each individual injury, such as the way the injury happened and length of symptoms following the concussion are very important and must be considered when assessing the athlete’s risk for further and potentially more serious concussions. The decision to “retire” from sports is a decision best reached following a complete evaluation by your child’s primary care provider and consultation with a physician or neuropsychologist who specializes in treating sports concussion.

I’ve read recently that concussions may cause long-term brain damage in professional football players. Is this a risk for high school athletes who have had a concussion?

The issue of “chronic encephalopathy” in several former NFL players has received a great deal of media attention lately. Very little is known about what may be causing dramatic abnormalities in the brains of these unfortunate retired football players. At this time, we have very little knowledge of the long-term effects of concussions which happen during high school athletics.

In the cases of the retired NFL players, it appears that most had long careers in the NFL after playing in high school and college. In most cases, they played football for over 20 years and suffered multiple concussions in addition to hundreds of other blows to their heads. Alcohol and steroid use may also be contributing factors in some cases. Obviously, the average high school athlete does not come close to suffering the total number or sheer force of head trauma seen by professional football players. However, the fact that we know very little about the long-term effects of concussions in young athletes is further reason to carefully manage each concussion.

Adapted from A Parent’s Guide to Concussion in Sports, National Federation of High School Associations.

Some of this information has been adapted from the CDC’s “Heads Up: Concussion in High School Sports” materials by the NFHS’s Sports Medicine Advisory Committee. Please go to www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm for more information.

AUTHORIZATION AND ACKNOWLEDGEMENT

WARNING: SERIOUS CATASTROPHIC AND PERHAPS FATAL INJURY MAY RESULT FROM ATHLETIC PARTICIPATION

2023-24

Many forms of athletic competition result in violent physical contact among players, the use of equipment which may result in accidents, strenuous physical exertion and numerous other exposures to risk of injury. Students and parents must assess the risks involved in such participation and make their choice to participate in spite of those risks. No amount of instruction, precaution or supervision will eliminate these risks. Students have suffered accidents resulting in death, paraplegia, quadriplegia, and other very serious permanent physical impairment while playing sports. By granting permission for your student to participate in athletic competition, you, the parent or guardian, acknowledge that such risk exists. Students will be instructed in proper techniques to be used in athletic competition and in the proper utilization of all equipment worn or used in practice and competition. Students must adhere to that instruction and utilization and must refrain from improper uses and techniques.

I understand the statement above and I understand that by allowing my student to participate in athletic events, I assume the risk that he/she may be injured, perhaps severely.

Signature of Parent

Printed Name of Parent

Date

ACKNOWLEDGEMENT OF CONDUCT CODE

I understand that as a student representing the school district in activities, I am obligated to comply with the activities handbook, including the code of conduct. **This means that I may not possess, use or be at parties in the presence of alcohol, tobacco/nicotine, illicit drugs, or controlled substances at any time during the school term unless I am accompanied by a parent.** I understand that if I violate the code of conduct or other rules in this handbook, I may be suspended from participation in all co-curricular activities and/or school sponsored activities or events.

Signature of Student

Printed Name of Student

Date

I understand that my student is obligated by this handbook, including the statements above.

Signature of Parent

Printed Name of Parent

Date

5068

Extracurricular Drug Testing Program

The Ravenna Public School district supports and values student participation in extracurricular activities, but such participation in school district extracurricular activities is a privilege and not a right. Students in all extracurricular activities in grades 7-12 shall be subject to mandatory and random testing for the presence of tobacco/nicotine, alcohol, illegal drugs, and misused prescription drugs.

1. Purpose of Random Drug Testing

- a.** The school district has recognized that observed and suspected drug, alcohol, and nicotine/tobacco use and abuse has increased among the student population, including students participating in extracurricular activities.
 - b.** The school district seeks to provide safe, substance-free schools.
 - c.** The school district seeks to deter the use of illegal and prohibited drugs, alcohol, and nicotine/tobacco among students.
 - d.** The school district recognizes that students who use illegal and prohibited substances pose a threat to the health and safety of themselves, other students, teachers, administrators, and other persons.
 - e.** The school district finds that drug, alcohol, and nicotine/tobacco use among the student body will be effectively addressed by making sure that the large number of students participating in extracurricular activities do not use drugs, alcohol and nicotine/tobacco.
- 0. Notice.** Each student who participates or seeks to participate in extracurricular activities shall be given a copy of this policy. This policy may also be included in the student and activities handbooks.
- 0. Drug Testing Coordinator.** The Drug Testing Coordinator shall be the Secondary Principal, Activities Director, or his or her designee unless otherwise indicated.
- 0. Extracurricular Activities.** This policy applies to any activity that meets the guidelines of an extracurricular activity at the school district which includes but is not necessarily limited to the following:

Band	One Act Play
Basketball	Quiz Bowl
Cheer	School Dances
Cross Country	Show Choir
Dance Team	Skills USA
DECA	Speech
FBLA	Spring Play
Flag Corp	Student Council
Football	Track
Golf	Volleyball
Musicals	Wrestling

0. **Students Who Are Required to Submit to Drug Testing**

- a. **Grades.** All students in grades 7-12 who participate in any extracurricular activity are part of the pool subject to random drug testing.
- b. **Consent.** A student and his or her parent(s)/guardian(s) must sign a consent form before the student shall be eligible to try out for, practice with, or participate in the extracurricular activity. The consent form is attached to this policy.
- c. **Selection Pool Eligibility.** Students shall remain in the selection pool for an entire calendar year (365 days) from the date the consent form is received by the school district except students who quit during the season.

Random testing will be completed a minimum of 3 times per year or as determined by the DTC. Each selection pool will consist of:

Three students from 7th and 8th grades

Six students from 9th through 12th grades

- d. **Withdrawal.** Students who have a consent form on file remain eligible for drug tests from the date the consent form is received by the school district and throughout the remainder of the school year or until the student files a Withdrawal of Student from Activity form signed by the student and his or her

parent(s)/guardian(s). Upon withdrawal, the student shall not be eligible to participate in any activity that is subject to drug testing for the remainder of the school year. A student who files a Withdrawal of Student from Activity form after selected for a random drug test but before submitting to the test or after testing positive shall be ineligible to participate in any extracurricular activities for one calendar year from the date the Withdrawal of Student from Activity form is received by the Drug Testing Coordinator.

0. Drugs. Students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having drugs, alcohol, and nicotine/tobacco present in their system. For the purpose of this policy, “drugs” means:

- a.** Any substance considered illegal by the Uniform Controlled Substances Act, Neb. Rev. Stat. § 28-401 *et seq.*
- b.** Any substance which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances or other prescription drugs;
- c.** Alcohol for any student under the age of 21. Alcohol shall have the meaning as provided in NEB. REV. STAT. § 48-1902(1).
- d.** Any tobacco or other substance which introduces nicotine and other tobacco-related substances into the body, including alternative nicotine products ingested in any way, such as by use of an e-cig, vape pen, or Juul.

0. Testing Procedures

- a. Student Selection.** All students who participate in extracurricular activities and submit a consent form will be included in a master list and will be subject to random drug screening. The master list shall be submitted to the company employed by the district to conduct the testing.
- b. Reasonable Suspicion Testing.** In addition to random drug testing, a student is subject to drug testing at any time when the Drug Testing Coordinator determines there is individualized reasonable suspicion based upon articulable facts to believe that the student has used a drug. The Drug Testing Coordinator will notify the student and take the necessary steps to schedule a test as soon as practicable. Reasonable suspicion testing may be used during school sponsored summer activities and camps.
- c. Parental Request.** Students who do not participate in extracurricular activities may be added to the random drug screening master list upon parental request. Parent(s)/guardian's may also request that their student be subject to non-random drug screening. The school will arrange for the test as soon as practicable. The parent(s)/guardian(s) making a request under this subparagraph must submit a signed

consent form and indicate which type of test is being requested. Any cost associated with tests administered as a result of parental request must be paid by the parent(s)/guardian(s) in advance of the test.

d. Type of Test. The school district reserves the right to utilize breath, saliva, hair, urinalysis, or any other reliably recognized testing procedures. Urine and oral fluid samples which screen positive will be confirmed by GC/MS. Positive saliva or breath alcohol tests will be confirmed by EBT (Evidential Breath Tester). Other testing will be confirmed via industry-recognized processes and equipment.

e. Collection Site. The Drug Testing Coordinator will designate the collection site at which student will provide specimens. The collection site may be off the premises of the school district.

f. Collection Procedures. The school board will select a Drug Program Administrator (DPA). The DPA shall randomly select the students subject to drug testing from the master list. The DPA will maintain and follow generally accepted industry standards for collecting, maintaining, shipping, and accessing all specimens. The DPA will seek to obtain the sample in a manner designed to insure accurate testing protocols while minimizing intrusion into a student's privacy. The DPA and the school district will provide a copy of the collection procedures upon request.

g. Drugs. Students may be randomly tested for any drugs, including but not limited to nicotine, alcohol, amphetamines, marijuana or cannabinoids, cocaine, methadone, methaqualone, propoxyphene, hallucinogens, opiates, phencyclidine, synthetic opiates and PCP, steroids, barbiturates, benzodiazepines, and any prescription drug that was obtained without proper authorization.

h. Results. The DPA shall notify the student and the Drug Testing Coordinator of any positive test after the initial screening. The school representative shall notify the student's parents. The DPA will use a secure method to transmit all positive test results to the DPA's Medical Review Officer (MRO). The MRO will be certified by an MRO accreditation body. The MRO will be responsible for reviewing test results and determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. Prior to making a final decision, the MRO or his or her assistant shall contact the student and his or parent(s)/guardian(s) to discuss the result either face-to-face or over the telephone. If the MRO determines the test results

are negative, no further action shall be taken against the student. The MRO will report results of verified positives to the DPA. The DPA shall then notify the Drug Testing Coordinator of the positive test result. The Drug Testing Coordinator shall notify the student and his or her parent(s)/guardian(s) and any staff members responsible for implementing the consequences of this policy.

i. **Request for a Retest.** A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive alcohol test will be confirmed with an EBT device. In the event of a positive test a split specimen will be tested at a second nationally certified laboratory from a list provided by the MRO. The school district will cover the cost associated with testing the split specimen. The student will remain eligible pending the results of the split specimen test. If the test is confirmed positive the student will begin any consequences associated with testing positive on the day the school district receives notice of the confirmed positive test.

0. **Negative Tests.** Students and their parents will receive verbal or written notice when the student's test result is negative.

0. **Consequences for Testing Positive.** Whenever the test results indicate the presence of drugs, Drug Testing Coordinator shall schedule and hold a confidential meeting with the student, parent/guardian, and sponsor/coach. Other members of the school's administration may also attend the meeting. At the meeting, the Drug Testing Coordinator shall explain the drug testing procedures and the policy of the district. The consequences shall be as follows (**All offenses are cumulative in grades 7-8. Offenses that occur in grades 7-8 shall not count as offenses in grades 9-12. All offenses are cumulative in grades 9-12**):

. **First Offense**

i. The student will be allowed to attend practice.

ii. The student will be ineligible to publicly perform in any extracurricular activity for 10 calendar days and a minimum of 1 competition. The day of the positive test result shall be the first day for counting purposes. If the activity ends prior to the 10 calendar days the consequence will carry over to the next activity.

iii. The student shall attend drug, alcohol, and/or nicotine/tobacco counseling or educational program at the student's expense or as arranged or approved by the District Testing Coordinator.

iv. The student will have a follow up test to be conducted in conjunction with the next random test. This test will be conducted at the parent's expense. If the student

were to test positive it will be considered a second offense. If the student tests negative they will return to the random pool.

b. Second Offense

i. The student shall be allowed to attend practice.

ii. The student will be ineligible to publicly perform in any extracurricular activity for 20 calendar days and a minimum of 2 competitions. The day of the positive test result shall be the first day for counting purposes. If the end of the activity precedes the end of the 20 days, the consequence will carry over to the next activity.

iii. The student shall obtain a drug and alcohol assessment at student's expense from a certified substance abuse counselor or licensed mental health provider who holds a valid license that includes in its scope of practice the ability to administer substance abuse evaluations and/or treatment. The student shall provide written proof of obtaining the assessment to the District Testing Coordinator. The student is strongly encouraged to comply with the assessment recommendations.

iv. The student will have a follow up test to be conducted in conjunction with the next random test. This test will be conducted at the parent's expense. If the student were to test positive it will be considered a third offense. If the student tests negative they will return to the random pool.

c. Third Offense

i. The student will be ineligible to practice or publicly perform in any extracurricular activity for one calendar year from the date of the third positive test or end upon graduation. The day of the positive test result shall be the first day for counting purposes.

ii. The student must submit to a district administered test and test negative before returning to activities.

d. Fourth Offense

i. The student will be ineligible to participate in any extracurricular activity for the remainder of the student's time at the school district.

0. Refusal to Test. A student who refuses to submit to a drug test authorized under this policy, or fails or refuses to comply with any other provision of this policy, shall not be eligible to

participate in any activities covered under this policy including all meetings, practices, performances and competitions for one calendar year.

0. Tampering. Tampering is the use of any agent or technique which is designed to avoid detection of a drug and/or compromise the integrity of a drug test and is prohibited. This includes providing false urine samples (for example, urine substitution), contaminating the urine sample with chemicals or chemical products, the use of diuretics to dilute urine samples, and the use of masking. If the Drug Testing Coordinator determines that a student tampered with a drug test, the student shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performances and competitions for one calendar year.

0. Maintenance of Records. All results of drug testing shall be confidential. Procedures for maintaining confidentiality will be developed by the school district and the testing organization. The Drug Testing Coordinator shall maintain records of positive tests in a secure location. This information will not be available to anyone other than appropriate school personnel and parents. This information will be destroyed upon the student's graduation or one year after the student's class graduates. Under no circumstances will this information become a part of the student's permanent file, nor will it be sent to another school when the student moves to another district or transfers to another school. The school district will not share drug testing results with any law enforcement agencies.

0. Appeal. The school district will rely solely upon the opinion of the MRO to determine whether the positive test result was the result of the consumption of a drug. There shall be no appeal of the test result to any school administrator or the board of education.

0. Severability. If any portion of this policy is deemed to be contrary to the law of the state of Nebraska or the United States by judicial decision or an act of Congress, then only such portion or provision directly deemed to be unconstitutional shall be stricken, and the remainder of the policy shall remain in full force.

Adopted on: May 11, 2018

Revised on: June 10, 2019

Reviewed on: June 10, 2019

CONSENT TO PERFORM RANDOM DRUG TESTING

2023-24

Student Name(print) _____ Grade _____

As a student and parent:

1. We understand and agree that participation in extracurricular activities is a privilege that may be withdrawn for violations of the Extracurricular Drug Testing Policy.
2. We have read the Extracurricular Drug Testing Policy and understand the responsibilities and consequences as an activity participant if the student violates the policy.
3. We understand that when students participate in any extracurricular activity, they will be subjected to random drug testing, and if they refuse, will not be allowed to practice or participate in any extracurricular activity. We have read this consent statement and agree to its terms.
4. We understand this is binding while a student is enrolled in Ravenna Public School District.

CONSENT TO PERFORM DRUG TESTING

We hereby consent to allow the student named on this form to undergo drug testing for the presence of drugs, alcohol, and nicotine/tobacco in accordance with the Extracurricular Drug Testing Program adopted by the Board of Education. We understand that any samples will be sent only to a qualified laboratory for actual testing. We hereby give our consent to the medical vendor selected by the school board, their Medical Review Office (MRO), laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected medical vendor to perform testing for the detection of drugs and to release the results of those tests as provided in the policy. We understand these results will be forwarded to school district officials and will also be made available to us. We agree to sign any necessary releases if requested to do so.

We understand that consent pursuant to this Consent to Perform Random Drug Testing will be effective for all extracurricular activities in which this student might participate during the current school year.

We hereby release the Ravenna Public Schools Board of Education and its employees from any legal responsibility or liability for the release of such information and records, pursuant to the policy.

Student Signature: _____ Date _____

Parent/Guardian Signature: _____ Date _____

WITHDRAWAL OF STUDENT FROM ACTIVITY
2023-24 SCHOOL YEAR

I understand that by signing this form I am rescinding my permission for random drug, alcohol, and nicotine/tobacco screening and no longer wish to participate in any extracurricular activity. I further understand that I am forfeiting my privilege to participate in athletics and/or extracurricular activities for the remainder of this school year.

I hereby rescind my consent to the administration of the drug screening and forfeit all participation in extracurricular activities for the remainder of the school year at Ravenna Public Schools.

Student's Printed Name: _____

Signature: _____

Date: _____

Parent/Guardian's Printed Name: _____

Signature: _____

Date: _____