

Beaver Dam Middle School



PARENT-PARTICIPANT HANDBOOK

MICHAEL WOOD
DIRECTOR OF ACTIVITIES AND ATHLETICS

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FROM THE DIRECTOR OF ACTIVITIES AND ATHLETICS

Thank you for supporting your child's choice to participate in the Beaver Dam Middle School Co-Curricular Activities and Athletic Programs. Co-curricular activities are activities in which students appear, perform, and/or compete as official representatives of the Beaver Dam Middle School. Examples of these include, but are not limited to, athletics, drama club, and student council. Because of this, these students have privileges and bear responsibilities which are greater than those afforded to students not participating in co-curricular activities. That said, this handbook is intended to give you as much information as possible regarding these expectations as they pertain to Beaver Dam Middle School.

There are a couple of key items to stress in this handbook. First, if your child is planning to participate in co-curricular activities and athletics, it is very important that they submit all information needed to participate **before** the start of a season or activity. This will ensure that your child will have the full benefit of early season practices and an entire season of competition.

Second, the primary enforcement and responsibility of the code rests not only with the students, but also with their parents or guardians. If the aims, opportunities and benefits of the total educational curriculum are to be attained, close cooperation must exist between students, their parents/guardians, and the school all twelve months of the year.

Third, Beaver Dam Middle School strives to provide the highest quality education. The individuals who are chosen to act in the capacity of coaches are committed to ensuring that all students pursue their athletic goals with confidence, competence and within a framework of good sportsmanship and sound educational values.

While it is difficult to measure, the educational value of co-curricular participation is extensive. Students not only develop physical, mental and social skills, but also the positive values and attitudes they will take into high school and their adult life. We hope that your experience in our co-curricular programs is a satisfying, fun-filled, exciting time that will leave your family with many pleasant memories. We are pleased that you have chosen to become an integral part of our school family through activities and athletics.

Michael Wood
Director of Activities and Athletics

Activities and Athletics Department Mission Statement

The mission of the Beaver Dam Activities and Athletic Department is to guide and empower student-athletes to build character through hard work, leadership, respect, discipline, accountability, and competition. We are dedicated to providing opportunities which will enhance the lifelong development of the whole person, while conducting all activities with honesty and integrity in accordance with the principles of good sportsmanship and ethical conduct.

NON-DISCRIMINATION STATEMENT:

The Board of Education does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes") in any of its student program and activities.

TITLE IX NOTICE:

The Board of the Beaver Dam Unified School District does not discriminate on the basis of sex in its education program or activity and is required by Title IX and its implementing regulations not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The District's Title IX Coordinators are:

Jesse Peters
District Assessment, Jefferson Elementary Principal
301 Brook Street
Beaver Dam, WI 53916
petersj@bdusd.org
(920)885-7392

OR

Tiffany Sponholz
Director of Student Services
400 E Burnett Street
Beaver Dam, WI 53916
sponholzt@bdusd.org
(920)885-7300

Any inquiries about the application of Title IX and its implementing regulations to the District may be referred to the Title IX Coordinators, the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

The Board has adopted a grievance process that provides for the prompt and equitable resolution of student and employee complaints alleging any action that is prohibited by Title IX and/or its implementing regulations. The grievance process is included in Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, which is available at: <https://go.boarddocs.com/wi/bdusd/Board.nsf/Public>. The grievance process specifically addresses how to report or file a complaint of sex discrimination, how to report or file a formal complaint of Sexual Harassment, and how the District will respond.

1. INTRODUCTION

- a. All students in grades 6-8 participating in any interscholastic athletic program and co-curricular activity must comply with all procedures and rules as stated within this Parent-Athlete Handbook.
- b. In addition, all athletes must comply with all current rules as established by the following groups:
 - I. The Badger Conference
 - II. Beaver Dam Middle School and the Beaver Dam Unified School District
 - III. Recognized rules of the activity
 - IV. Coach of the team
 - V. Advisor of the activity/club
- c. Conference rules pertain mainly to schedules and regulations of sports governed by the conference. Special areas such as sportsmanship may also have rules that are generated by a group of Middle School principals/Athletic Directors representing each school in the conference.
- d. Advisors and Coaches are responsible for establishing rules and procedures specific to the teams, activities and clubs under their jurisdiction. While rules and safety procedures may be reiterated orally on a regular basis, information that is needed by participants on an ongoing basis will be distributed in writing to all participants.

2. ACADEMIC REQUIREMENTS TO MAINTAIN ELIGIBILITY

- a. In order to be academically eligible for interscholastic athletics, a student must maintain passing grades in **ALL** subjects. A failure in **ONE** subject will cause the student to be ineligible for the next grading period. A failing grade will be indicated by an N on a student's gradebook. Coaches and advisors will be notified of ineligible participants by the Athletic Director and are expected to notify the participants of their status.
- b. Grades to determine eligibility will be based on weekly progress grades (done on Monday) and **FINAL** term grades. Eligibility for fall sports will be based on grades earned in the previous spring final term grade.
 - I. Grades will be reviewed at the end of the appropriate period.
- c. For **Final Term Grades** academic ineligibility will be for fifteen (15) consecutively scheduled school days; however, a student who is ineligible may not return to competition until the school day **following** the completion of the ineligibility period. Academic ineligibility will go into effect on the school day **following** the posting of quarter or semester grades.
- d. For weekly grade monitoring, students will be ineligible for 5 school days pending a failing grade. During the ineligibility period, the student will be required to work with the teacher for academic assistance. If, during that time, the student earns a passing grade(s) in the failing class(es), the student will regain academic eligibility. It is the student's responsibility to ask the teacher(s) to share the improved grade(s) with the Athletic Director so the coach/advisor can be made aware of their change in eligibility status.
- e. Grades are considered posted when they are received by the Principal, Associate Principal and/or the Athletic Director from the Student Office.
- f. Grades are considered posted when they are received by the Principal, Associate Principal and/or the Athletic Director from the Student Office.
- g. Ineligibility is defined as not being allowed to participate in any performances/contests, but attending and participating in practices unless otherwise specifically stated.
- h. During the week of ineligibility, ineligible athletes will not be allowed to travel with the team to away events.
- i. Due to unique circumstances of certain activities, special academic eligibility criteria may dictate a student's eligibility for a performance. The Activities/Athletic Director will view each situation on a case by case basis.

- j. There is NO appeal process for ineligibility caused by academic reasons.

3. ATHLETE-ADVISOR/COACH RELATIONSHIPS

- a. Participation in co-curricular activities and interscholastic athletics should be an enjoyable, rewarding and enriching experience for all parties involved. Participation can occasionally become very emotionally charged. Dealing with those participant emotions can be a rewarding and educational experience. In most cases, participation in co-curricular activities and interscholastic athletics should be an educational and positive experience for our student participants. However, there can be occasions when participants can clash with coaches or officials. Those types of conflicts need to be addressed and resolved as soon as possible. *(See the “Disputes” section in this manual and “Parent-Coach Communication” in the Appendix.)*
- b. Any parent/guardian who believes that s/he has concerns regarding the manner in which an advisor/coach is treating his/her child should follow the process detailed in the “Disputes” section of this handbook.

4. ACTIVITY/ATHLETIC CODE

- a. Students participating in interscholastic athletics are required to:
 - I. Refrain from being present in a bar, tavern or any other place, including a private residence, where alcoholic beverages are sold or consumed while not accompanied by their parents/guardians. This applies to all Beaver Dam students regardless of age or the time of year. This rule does **not** apply to areas of premises or establishments **not actually involved in the SALE or CONSUMPTION of intoxicants**. These areas could be hotels, grocery stores, bowling alleys and regularly established athletic fields, stadiums, fairgrounds and parks.
 - II. Refrain from the use, possession, or transfer of alcoholic beverages, controlled substances, performance-enhancing substances (non-prescribed use), prescription medication (non-prescribed use), tobacco products, e-cigarette/vape or any other banned substances.
 - III. Refrain from hosting, sponsoring, organizing, or otherwise arranging a party/gathering at which prohibited substances are being transferred or used.
 - IV. Refrain from committing, being arrested, or being charged for any illegal behavior defined as such in the Wisconsin Statutes and municipal ordinance. Charges constituting a misdemeanor will be assessed a penalty at the NEXT HIGHEST LEVEL of application of a penalty for a violation of the athletic code.

Where a student is alleged to have committed a violation of a state or federal law, when such violation constitutes a felony for matters found to be conduct unbecoming, the student will be suspended immediately. During such time, the student may not practice, suit up nor participate in any co-curricular program.

Upon dismissal or acquittal of charges alleging a violation of state or federal law, the student may have his or her eligibility reinstated. However, if the charge against the student is dismissed or the student is acquitted of a criminal charge or if there is an alternative disposition of the charges, the student remains subject to discipline under this Code based on a preponderance of the available evidence that the student engaged in the misconduct. For example, if a student is found not guilty of the criminal charge in a circuit court, but evidence exists that the student engaged in misconduct that is a violation of this Code based on the preponderance of the evidence standard, the student may be disciplined under this Code.

Any student convicted of a felony or criminal misdemeanor with an authorized penalty of incarceration in a local or state facility under the laws of the State of Wisconsin shall be rendered permanently ineligible from all co-curricular programs. In addition, any student convicted of a

felony irrespective of penalty may be rendered permanently ineligible from all co-curricular programs.

- V. Refrain from posting disparaging or disrespectful comments, or any pictures or video which would show individuals committing violations of the Athletic Code, with respect to any coaches, teachers, school administrators, Beaver Dam students, game officials, or students or staff at opposing schools, on electronic media available to the general public on sites such as Facebook, Twitter, Instagram, SnapChat, etc. or through text messages or emails sent via electronic media.
- VI. Refrain from committing serious and/or continued violations of school regulations.
- VII. Refrain from lying, being disrespectful, exhibiting any insubordinate behavior, or from engaging in any form of conduct unbecoming a student representing Beaver Dam Middle School in any sport.
- VIII. Refrain from violating any other rules established by the conference, the school, or the school district.

b. Special Conditions:

- I. The courts have ruled that participation in athletics is a privilege, and not a right; therefore, students involved in interscholastic athletics are often held to a higher standard than other students by virtue of the fact that they are highly visible representatives of Beaver Dam Middle School whose negative behavior could adversely impact the image of our school.
- II. The Athletic Director shall have primary responsibility for investigating, and, if necessary, assigning penalties, for alleged violations of the Athletic Code.
- III. The Athletic Code is in effect for twelve months of the calendar year and governs the behavior of students whether school is in session or not, and at both in-school events and events not sponsored by the school, except where otherwise stated in the Athletic Code.
- IV. Student-Athletes are expected to adhere to the Athletic Code during the entire calendar year of their entire Middle School career including all breaks and vacations once they have been declared as participants in any sport on any level.
- V. Violations of the Athletic Code are cumulative throughout the student's school career in grades six (6) through eight (8).
- VI. If the penalty for the violation includes a period of ineligibility which would render the individual unable to participate in a performance, a competition or a court while an individual is a part of a performing group, a musical, a play, a court, or is entered into a particular competition, the individual could be removed and replaced, if necessary.
- VII. If a student who is serving on a school service organization (i.e. Student Council, Builders Club, etc.) violates the Co-Curricular Code, the student will be immediately removed and will be eligible for reinstatement during the next school year **ONLY IF THE VIOLATION WAS A FIRST VIOLATION.**
- VIII. If a student is present at a gathering, unaccompanied by parents, where any substances or items prohibited by the Athletic Code are present or being consumed, s/he must depart immediately or, if necessary, make arrangements to **depart entirely from the premises** no later than 15 minutes of his/her arrival at the gathering, and must refrain from violating the Athletic Code while still at the gathering. The parent/guardian/adult owning the residence where a peer party is being held, and any substances or items prohibited by the Athletic Code are being used by minors, does not exempt the child of the owner from violating this rule. Failure to comply with these provisions will be considered a violation of the Athletic Code.
- IX. **HOSTING A PARTY:** Any student who has a party/gathering at his/her home or on his/her property where the use, possession, transfer or sale of any prohibited substances takes place will

be assessed a penalty at the **NEXT HIGHEST LEVEL** of application of a penalty for a violation of the Athletic Code.

- X. **HAZING:** Any student who knowingly is a participant of, or who participates in the planning of any hazing ritual or incident, will be considered in violation of the hazing policy and will be assessed a penalty at the **NEXT HIGHEST LEVEL** of application of a penalty for a violation of the Athletic Code.
- XI. **ILLEGAL ACTIVITY:** Any student-athlete who commits, is arrested for, or is charged with the any illegal activity as defined in the Wisconsin Statutes, except items one (1) through three (3) of the Co-Curricular Code, will be assessed a penalty at the **NEXT HIGHEST LEVEL** of application of a penalty for a violation of the Athletic Code.
- XII. **CONDUCT UNBECOMING:** Any student-athlete who acts in a disparaging, disrespectful, or any other manner unbecoming of a student-athlete of high character can be assessed a one or two event penalty at the discretion of the Athletic Director.
- XIII. Penalties will carry over to the student's next season/activity. If the next season is not the season of a sport in which the student is normally involved, the carry-over of the penalty and successful completion of the penalty will count only if the student remains in good standing during the entire season. If not, the penalty carry-over initially in effect will remain in effect and must be served in a successive sports season.
- XIV. If the next activity is not the season of an activity in which the student is normally involved, the carry-over of the penalty and successful completion of the penalty will count only if the student remains in good standing during the entire duration of the activity/sport. If not, the penalty carry-over initially in effect will remain in effect and must be served during participation in a successive activity/sport.
- XV. All penalties assessed for violations of the Co-Curricular Code will be considered completed only if that athlete serves the total penalty as assessed.
- XVI. When assessing penalties for violations of the Co-Curricular Code occurring during participation in any interscholastic athletics, a contest/game/performance/activity shall be defined as one game or match or a single day's activities.
- XVII. Violations of the Athletic Code could lead to additional penalties being assessed by the school district, the school, or law enforcement personnel.

5. ATHLETICS CODE VIOLATIONS

a. First Violation

- I. Student-athletes who violate the Athletic Code will be declared ineligible for a period of 25% of the games played in a regular season.
- II. If the offense involves a violation of items one through three in the Code, reduction to 10% of the season as defined above and ten (10) hours of documented community service pre-approved by the Athletic Director.
- III. If the offense involves a violation of any item other than one through three of the Athletic Code, a reduction to 10% of the season if the student-athlete performs ten (10) hours of documented community service pre-approved by the Athletic Director. Eligibility cannot be regained until the community service has been satisfactorily completed.

b. Second Violation

- I. Student-athletes who violate the Athletic Code will be declared ineligible for a period of 50% of the games played in a regular season.

- II. If the offense involves a violation of items one through three in the Code, reduction to 25% of the season as defined above and twenty-five (25) hours of documented community service pre-approved by the Athletic Director **but only if** the student undergoes an Alcohol and Other Drug Abuse assessment conducted by a state certified AODA counselor/facility, the assessment and treatment is obtained at the parents/guardians expense, the student can establish that s/he has successfully complied with the AODA recommendations and treatment.

Further, once reinstated, the student-athlete must submit to random drug testing throughout the remainder of his/her Middle School career at the parents/guardians expense. The Athletic Director will contact the parents/guardians with the request for a test and the test must be concluded within twenty-four (24) hours of the request. During this period, if the student tests positive or refuses to submit to testing, s/he will be suspended from any participation in Middle School interscholastic athletics for the remainder of his/her Middle School career.

- III. If the offense involves a violation of any item other than one through three of the Athletic Code, a reduction to 25% of the season if the student-athlete performs twenty-five (25) hours of documented community service pre-approved by the Athletic Director. Eligibility cannot be regained until the community service has been satisfactorily completed.

c. **Third Violation**

- I. Student-athletes who violate the Athletic Code will be declared ineligible for one calendar year beginning with the day following the day following the day on which the student-athlete is discovered to have been in violation of the offense.
- II. If the offense involves a violation of items one through three in the Code, reduction to 50% of the season as defined above and fifty (50) hours of documented community service pre-approved by the Athletic Director **but only if** the student undergoes an Alcohol and Other Drug Abuse assessment conducted by a state certified AODA counselor/facility, the assessment and treatment is obtained at the parents/guardians expense, the student can establish that s/he has successfully complied with the AODA recommendations and treatment.

Further, once reinstated, the student-athlete must submit to random drug testing throughout the remainder of his/her Middle School career at the parents/guardians expense. The Athletic Director will contact the parents/guardians with the request for a test and the test must be concluded within twenty-four (24) hours of the request. During this period, if the student tests positive or refuses to submit to testing, s/he will be suspended from any participation in Middle School interscholastic athletics for the remainder of his/her Middle School career.
- III. If the offense involves a violation of any item other than one through three of the Athletic Code, a reduction to 50% of the season if the student-athlete performs fifty (50) hours of documented community service pre-approved by the Athletic Director. Eligibility cannot be regained until the community service has been satisfactorily completed.

d. **Fourth Violation**

Student-athletes who violate the Athletic Code will be declared ineligible for the remainder of their Middle School careers regardless of the nature of the violation and will not be eligible for a reduction of the penalty or reinstatement except as explained in the “Appeal for Probationary Eligibility” section following this item.

6. **ACTIVITIES CODE VIOLATIONS**

a. **First Violation**

- I. Students who are participating in any co-curricular activities as listed in this Handbook under “*Sponsored Activities*,” who violate the Activity Code, will be placed on probationary eligibility, may continue full participation in the activity, but must serve twenty-five (25) hours of

community service pre-approved by the Athletic Director in order to regain full eligibility. (Note: In this case, probationary eligibility means that if there is a subsequent violation, both the penalty for a first and a second violation will apply and penalties applied will be cumulative.)

- II. If the first violation involves items one through three of the Code, the student will be declared immediately ineligible for performances/events and must serve twenty-five (25) hours of community service pre-approved by the Athletic Director in order to regain full eligibility.

b. **Second Violation**

- I. Students who are participating in any co-curricular activities as listed in this Handbook under “*Sponsored Activities*,” who violate the Activity Code, will be declared immediately ineligible for ninety (90) school days and must serve fifty (50) hours of community service pre-approved by the Athletic Director in order to regain full eligibility.
- II. If the offense involves a violation of items one through three in the Code, reduction to forty-five (45) school days and twenty-five (25) hours of community service pre-approved by the Athletic Director **AND** undergoes an Alcohol and Other Drug Abuse assessment conducted by a state certified AODA counselor/facility, the assessment and treatment is obtained at the parents’/guardians’ expense.

Further, once reinstated, the student must submit to random drug testing throughout the remainder of his/her Middle School career at least twice each semester at the parents’/guardians’ expense. The Athletic Director will contact the parents/guardians with the request for a test and the test must be concluded within twenty-four (24) hours of the request. During this period, if the student tests positive or refuses to submit to testing, s/he will be suspended from any participation in Middle School activities and sports for the remainder of his/her Middle School career.

c. **Third Violation**

- I. Students who are participating in any co-curricular activities as listed in this Handbook under “*Sponsored Activities*,” who violate the Activity Code will be declared ineligible for a period of one hundred eighty (180) school days beginning with the school day following the day of the offense.
- II. If the offense involves a violation of items one through three in the Code, reduction to ninety (90) school days beginning with the school day following the date of the offense and fifty (50) hours of community service pre-approved by the Athletic Director , **but only if** the student undergoes an Alcohol and Other Drug Abuse assessment conducted by a state certified AODA counselor/facility, the assessment and treatment is obtained at the parents’/guardians’ expense, and the student can establish that s/he has successfully complied with the AODA recommendations and treatment.
- III. Further, once reinstated, the student must submit to random drug testing throughout the remainder of his/her Middle School career at least twice each semester at the parents’/guardians’ expense. The Athletic Director will contact the parents/guardians with the request for a test and the test must be concluded within twenty-four (24) hours of the request. During this period, if the student tests positive or refuses to submit to testing, s/he will be suspended from any participation in Middle School activities for the remainder of his/her Middle School career.

d. **Fourth Violation**

Students who are participating in any co-curricular activities as listed in this Handbook under “*Sponsored Activities*,” who violate the Activity Code will be declared ineligible for the remainder of their Middle School career for participation in any co-curricular activities or interscholastic sports **regardless of the nature of the violation and will not be eligible for reinstatement except as described below.**

7. **ACTIVITY/ATHLETIC CODE VIOLATIONS LEADING TO PERMANENT SUSPENSION – APPEAL FOR PROBATIONARY ELIGIBILITY**

- a. A student who has been declared ineligible for the remainder of his/her Middle School career as a result of a fourth violation may appeal to the Athletic Director for probationary eligibility after a suspension period of ninety (90) school days if the following conditions are met:
 - I. Submits to at least three random drug and alcohol screenings no less than twenty (20) days apart at the expense of the parents/guardians and written results are shared with the Athletic Director *only if the violation was related to alcohol, tobacco, controlled substances or performance-enhancing drugs*;
 - II. Maintains academic eligibility throughout the ineligibility period;
 - III. Maintains an attendance record free of tardies, trancies or unexcused/unresolved absences.
 - IV. Maintains a behavioral record without disciplinary suspensions during the ineligibility period.
- b. If, after a suspension period of **ninety (90) school days**, all of the conditions in items a. through d. (or b. through d. if the offense did not involve the substances listed in a. above) have been successfully completed, the parents/guardians of the student may submit a written request for probationary eligibility, with all necessary documentation attached, to the Athletic Director. The Athletic Director will then review all of the documentation presented to determine if the necessary conditions have been satisfactorily met, and, if so, will institute a probationary eligibility period for the remainder of the student's Middle School career with the following provisions. The student must:
 - I. Attend all scheduled practices/games or receive prior approval of the Athletic Director if a legitimate absence is necessary;
 - II. Remain academically eligible;
 - III. Remain free of tardies, trancies, and unexcused/unresolved absences;
 - IV. Remain in good standing with no further Athletic Code violations.
- c. If the student, while on probationary eligibility, violates one of the above provisions, s/he will be declared immediately ineligible for the remainder of his/her Middle School career with no chance for appeal or subsequent requests for probationary eligibility.

8. **ATHLETIC CODE VIOLATIONS - PROCESS FOR DISCIPLINARY APPEAL**

- a. Decisions regarding **disciplinary action** taken against any student by the Athletic Director **for a breach of the Co-Curricular Code** may be appealed by a parent/guardian to the Athletic/Activity Council, but the penalty imposed upon the student will be in effect throughout the appeal process. The Athletic Council is comprised of one (1) Middle School administrator not involved in the investigation or determination of discipline, two (2) out-of-season head or assistant coaches, one (1) teacher/advisor representative from the fine arts area, and one (1) club advisor. The following procedures must be used for the appeal:
- b. If the parents/guardians or the student believe that an alleged offense did not occur, that there are extenuating circumstances regarding the violation, or that the sanction imposed by school authorities is unjust, the parents/guardians may appeal in writing to the Principal, within five (5) calendar days of the receipt of the suspension letter from school authorities. The letter of appeal must detail all of the facts pertaining to the incident, a list of witnesses, signed witness statements, an explanation of any extenuating circumstances surrounding the violation, and the specific remedy requested through the appeal. The student will remain ineligible throughout the entire appeal process.
- c. Within three (3) calendar days of receipt of the hearing request, the Principal will contact the parents/guardians to establish a hearing date for the appeal to be held within ten (10) calendar days of the receipt of the written appeal.

- d. In addition to the Activity/Athletic Council, the following individuals shall be present at the hearing: the student, his/her parent(s)/guardians(s), legal or other representative (if the appellant so desires), and the Associate Principal - Athletics. No other individuals will be present at the hearing, and all matters discussed at the hearing will remain confidential.
- e. During the hearing, the student and his/her parent(s)/guardian(s) will have an opportunity to speak and to present any evidence on his/her behalf. Witnesses may be called, but they must remain outside the Hearing Room until they are called and must leave immediately upon giving testimony. The Athletic Director will present pertinent verbal and written statements gathered as a result of his/her investigation leading to the suspension, and may also present witnesses, if necessary.
- f. Upon conclusion of the hearing, the Activity/Athletic Council will go into closed session to deliberate regarding whether to sustain or reverse the suspension. All votes of the Council will be taken as confidential, written votes, and will not be disclosed to the appealing parties. Decisions will be made by simple majority vote based on a preponderance of the evidence presented. The Activity/Athletic Council will render its decision in writing to the appealing parties, but the Chair of the Council may also verbally relay the results to the appealing parties after the conclusion of the closed session at the request of the Appellants.
- g. If the parents/guardians feel that the appeal **process** has not been followed, a request for a review of the **process** may be made to the District Superintendent. However, the Superintendent will **not** review the facts or merits of the decision. A review of the process must be requested in writing within seven (7) calendar days of the date on which the Council decision was rendered, and must identify the specific actions or failures to act that are the basis for the appeal.
- h. The Superintendent will review the process and render a decision in writing within seven (7) calendar days. The decision of the Superintendent is final.

9. **ATTENDANCE REQUIREMENTS TO MAINTAIN ELIGIBILITY**

- a. All students involved in co-curricular activities and athletics must be in school on a given day for the **ENTIRE** day or be legally excused by the Attendance Office **PRIOR** to the absence to be eligible for participation in a practice or contest.
- b. **Unexcused absences/truancies and/or repeated tardiness** on the day following a contest during the season of the activity will result in:
 - i. First Offense: suspension from one (1) contest/ activities/ performances/ functions
 - ii. Second Offense: suspension from two (2) contests/ contest/activity/performance/function
 - iii. Third Offense: suspension for the remainder of the season or a minimum of five (5) contests, whichever is greater or the remainder of the activity.
- c. **Absences due to a scheduled event, contest or performance** are considered excused absences and it is the student's responsibility to make up any missed work according to the process established in the Beaver Dam Middle School Student Handbook.

10. **ADVISOR/COACH EXPECTATIONS and RESPONSIBILITIES**

- a. Advisers and Coaches are first and foremost teachers. Participants in co-curricular and interscholastic athletics must remember that they are first and foremost students. Interscholastic athletics are an extension of the educational process. As a result, coaches will sometimes make decisions that may not lead to running up the most points in a contest, but will teach lessons that can become invaluable to student participants. It is precisely at these times that parents/guardians must remember that Middle School athletics are not an extension of professional sports, but are intended to be a means whereby students can learn about life experiences.

- b. Parents/guardians are encouraged to read through the “*Expectations and Responsibilities of a Coach*” in the Appendix and to communicate with the coach on a regular basis if you have any concerns.

11. CONFERENCE AFFILIATION

- a. Beaver Dam Middle School is a member of the Badger Middle School Conference comprised of the following schools: Waunakee, DeForest, Portage, Reedsburg, Baraboo, Sauk Prairie, Mount Horeb, Monroe, Monona Grove, Oregon, Belleville, Lodi, McFarland, Middleton-Cross Plains Glacier Creek, Middleton-Cross Plains Kromrey, Sun Prairie Prairie View, Sun Prairie Patrick Marsh, Verona Badger Ridge, Verona Savannah Oaks, Wisconsin Dells, and Wisconsin Heights
- b. The conference rules, regulations and schedules are formulated by a committee consisting of athletic directors of all of the member schools, among other duties also delegated to them as representatives of member schools of the Conference.

12. DISPUTES

- a. Clarifications of misunderstandings or disputes between Activity participants’ athletes, advisors, coaches, parents or any other interested party shall first try to be resolved with the parties involved. (*See also “Parent-Coach Communication” in the Appendix.*) If this is not possible, the dispute shall be brought to the following parties in order:
 - I. Assistant coach, Head Coach, or Advisor, if applicable
 - II. Athletic Director
 - III. School Associate Principal
 - IV. School Principal
 - V. Superintendent
 - VI. Board of Education

13. DRESS CODES

Advisers/Coaches reserve the right to establish dress codes within their sports for reason of appropriate school representation, safety, or uniformity. Violating a dress code as established by the advisor/coach will normally be disciplined by the advisor/head coach unless there are repeated instances rising to the level of a violation of the Co-Curricular Code.

14. EMERGENCY INFORMATION

Prior to participating ALL co-curricular activities and interscholastic athletics, ALL students are required to complete the EMERGENCY INFORMATION online during registration for extra-curricular activities. All coaches will have access to this electronic information in case of emergency.

15. EQUIPMENT, UNIFORMS and COSTUMES

- a. Students are responsible for the safe-keeping and maintenance of all school-issued uniforms and costumes. They must return all uniforms and costumes with signs only of reasonable wear, to the school at the conclusion of the season or activity. Since all students are issued a specific uniform or costume, there is no substitution of uniforms and equipment allowed. Neither may students exchange such items.

- b. No uniforms, costumes or school-issued equipment for participation in co-curricular activities or athletics may be worn or used during any physical education classes or during any other activity outside scheduled events, games or performances without permission of the coach or advisor.
- c. Failure to return school-issued uniforms, costumes and equipment at the end of the season will render the student immediately ineligible for any further participation in any co-curricular or interscholastic athletics and the student will be issued no awards until the missing items are returned, or the school is reimbursed the actual replacement cost of the item(s). Any returned items that are unreasonably damaged must also be paid for PRIOR to eligibility being restored and PRIOR to any earned awards being distributed. Any student-athlete who retains items belonging to the school will also be reported to local law enforcement authorities.
- d. If a student-athlete is found to be in possession of uniforms, costumes or equipment items belonging to another school, those items will be confiscated by Beaver Dam Middle School authorities, returned to the proper school, and the student will be disciplined for violation of the Athletic Code.
- e. Failure to return or reimburse the school for missing items by the end of a student's 8th Grade of Middle School will render that student ineligible to participate in the 8th Grade Celebration from Beaver Dam Middle School at the conclusion of the school year.
- f. While the securing of personal valuables is the responsibility of the student, nevertheless, theft of athletic uniforms, costumes, equipment, or of personal items from student lockers will be treated as a serious breach of the Activity/Athletic Code and will result in disciplinary action as delineated under "Violations of the Activity or Athletic sections of the code."

16. **FEES**

- a. Students who are involved in interscholastic athletics must pay a user fee of \$30.00 per sport. There is a maximum of \$120.00 per family per school year.
- b. If it is determined by the school that a family *qualifies* for free and reduced lunches after completing the "Free and Reduced Lunch Application," the entire athletic fee will be waived

17. **FRAUDULENTLY-COMPLETED FORMS**

Students who submit forms signed by parties other their parents/guardians or who alter forms for any purpose within any co-curricular activity or interscholastic athletic program for the purposes of attaining eligibility shall be suspended from all participation in any activity or sport immediately for one year from the date of discovery.

18. **HAZING**

- a. Hazing occurs when an act is committed against a student, or a student is coerced into committing an act that creates a substantial risk of harm to the student, or to any third party, in order for the student to be admitted or initiated into, or affiliated with, any school group, club, athletic team, grade level, activity or organization. Hazing is strictly prohibited in the Beaver Dam Unified School District and will subject the violator to the disciplinary action explained below.
- b. Wisconsin Anti-Hazing Law 948.5

"No person may intentionally or recklessly engage in acts which endanger the physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating in connection with a school, college or university. Under those circumstances, prohibited acts may include any brutality of a physical nature, such as whipping, beating, branding, forced consumption of any food, liquor, drug or other substance, forced confinement or any other forced activity which endangers the physical health or safety of the student. In this section "forced activity" means any activity which is a

condition of initiation or admission into or affiliation with an organization, regardless of a student's willingness to participate in the activity.”

- c. Beaver Dam Middle School also includes the following activities in its definition of hazing for purposes of determining a violation of the anti-hazing policy:
 - I. Any activity involving actions of a sexual nature or the simulation of actions of a sexual nature;
 - II. Any activity that subjects a student to an unreasonable level of embarrassment, shame, or humiliation, or which creates a hostile, abusive, and intimidating environment for the student;
 - III. Any activity involving any violation of federal, state, or local law, or any violation of school district policies and regulations.
- d. Any student who knowingly is a participant of, or who participates in the planning of any hazing ritual or incident will be considered in violation of the hazing policy and will be assessed a penalty at the **NEXT HIGHEST LEVEL** of application of a penalty for a violation of the Co-Curricular Code.

19. INFORMED CONSENT

Prior to participating in co-curricular or interscholastic athletics, it is important for the student and the parents/guardians to understand that injuries can occur. These could include minor injuries, such as bruises or abrasions. Occasionally, students incur injuries such as muscle strains, sprains, or broken limbs. Although the occurrence of catastrophic injuries is minimal, it is possible that a catastrophic injury can occur rendering the participant paralyzed in varying degrees. Death as a result of a catastrophic injury is also a possibility.

20. INITIATION ACTIVITIES

If an advisor/coach wishes to promote POSITIVE initiation activities, such activities must have PRIOR clearance from the Athletic Director before the activity is authorized to take place. Any student participant who violates this rule will be subject to the disciplinary action described in the “Hazing” section above. Any coach who violates this section will be subject to severe disciplinary action from the District, up to and including dismissal.

21. INJURIES

- a. Following any injury, students must immediately inform their coaches, and the coach must file a “*Student Accident Report*” with the Athletic Director. In the case of minor injuries not requiring the services of a physician, the coach will determine when the athlete is ready to return to practices, rehearsals or games.
- b. If a student is injured during the season of the sport and is under a physician’s care, the student must obtain a written release from the treating physician prior to resuming active participation in the activity.
- c. If a student develops a medical condition or is injured outside the season of the sport, whether a valid physical exam form is on file at the school or not, and there is any chance that participation in a sport could heighten the seriousness of the condition or render the student more prone to injury, the Associate Principal – Activities- Athletics reserves the right to request a written clearance from the treating physician prior to declaring the student eligible to participate in the sport.
- d. In all cases where medical treatment is needed by a doctor for a school-related injury, the student **MUST** inform the coach and the Middle School office and complete the appropriate form(s). Failure to do so may result in loss of insurance benefits.

22. **INSURANCE**

- a. All students are required to be covered by health insurance in cases of accident or injury. Parents are required to furnish proof of insurance and must click the “Insurance Waiver” box via the online extra-curricular registration process. **No cost of medical conveyance or treatment will be borne by the Beaver Dam Unified School District or any of its employees or representatives.**

23. **LOCKER/DRESSING ROOMS**

- a. Profanity is not to be used in the locker/dressing room or in playing/practice areas by any member of a team representing Beaver Dam Middle School.
- b. Only coaches and players are allowed in the locker/dressing rooms. Friends and family members are not allowed in the locker room before, during, or after practices, games or performances. In the case of unusual extenuating circumstances, permission should be secured from the coach or Athletic Director prior to entering the locker room.
- c. Participants are expected to keep their lockers and the surrounding locker/dressing room areas clean. Litter receptacles are provided for this purpose.
- d. A student’s athletic locker is the property of the Beaver Dam Unified School District. This locker must be used only for the purposes intended – storage of interscholastic athletic apparel, clothes and personal belongings during practices or games. School officials reserve the right to search the locker, with or without the student’s permission, knowledge or consent if it is deemed necessary to do so by school administration.

24. **MEDICAL COVERAGE FOR ATHLETIC EVENTS**

- a. An Athletic Trainer will be present at selected athletic events to ensure the safety of the participants. Depending on the nature of the event, there may also be an ambulance present.
- b. It is important for parents/guardians to note that in cases of injury at an event, or during practice, the school will attempt to honor the parents’/guardians’ request regarding the choice of a personal physician or a designated hospital of choice; however, the school reserves the right to secure the most available and qualified assistance in cases of injury to a student.

25. **MEDICAL INFORMATION –AUTHORIZATION FOR RELEASE**

In view of the standards established by the Federal Government under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) parents/guardians of student-athletes may be required to sign the “Authorization for Release of Medical Information” or check the box “Consent to Treat” that can be used in cases of injury or illness to a student.

26. **OPPOSITE GENDER STAFF – LOCKER/DRESSING ROOM SUPERVISION**

- a. Occasionally the situation may arise when the advisors and coaching staff of a sport or activity is comprised entirely of advisors or coaches of the opposite gender from the students. Beaver Dam Unified School District has set up the following rules for unsupervised locker/dressing room use.
- b. Prior to and after practices, rehearsals, performances and contests, all students are to shower, get dressed, and leave the locker/dressing room immediately. Horseplay will not be tolerated.
- c. The advisor/ head coach or his/her designated coach shall remain in the immediate area until the locker room area is totally clear.
- d. A advisor/coach will inspect the locker room when all participants have left.

- e. Misconduct in the locker/dressing room will result in disciplinary action up to and including suspension from the activity.

27. PHYSICAL EXAM

- a. The WIAA requires that all students who participate in interscholastic athletics must have written evidence of current physical fitness to participate in sports as determined by a licensed physician or an Advanced Practice Nurse Prescriber (APNP) on file in the Athletic Office no less than every other school year. **No student will be permitted to participate in PRACTICES OR GAMES** in the interscholastic athletic program until this requirement is fulfilled.
- b. Physical exams taken **on or after** April 1st within a given school year are valid for the remainder of that school year and the following two school years. Physical exams taken **before** April 1st within a given school year are valid only for the remainder of that school year and the next school year.
- c. Students are encouraged to schedule an appointment time for this physical well in advance of the start of their sports season. It is not unusual to have a two month wait for an appointment time for a physical exam.
- d. Every August local health care providers offer pre-participation physicals for students who are uninsured or underinsured. **Call the Athletic Director at Beaver Dam Middle School for more information.**
- e. Physical exam forms are available in the Middle School Main Office or at the [WIAA website](#). Please note, only page 4 is needed to be uploaded on the online registration.

28. PRIOR TO BEING DECLARED ELIGIBLE FOR ATHLETICS

- a. Prior to being declared eligible for athletics, students must submit the following forms, accurately completed, to the Athletic Director:
 - I. Physical Exam Form and Online Registration
 - II. Parent-Athlete Sign-off Form for the Parent-Athlete Handbook
- b. Athletes who have submitted all of the above information accurately completed will be issued a “Beaver Dam Middle School Athletic Practice Permit” declaring the student is eligible for practices and competition in his/her sport.
- c. User fees need to be paid prior to the student-athlete participating in his/her first competition or performance.

29. QUITTING DURING THE ACTIVITY/SEASON

A student who quits a particular activity/sport during the season, or is dropped from an activity/ sport for disciplinary reasons, may not participate in another activity/sport during the same season without the mutual consent of both advisor/coaches and the Athletic Director.

30. REGAINING ACADEMIC ELIGIBILITY FOR FALL ACTIVITIES and SPORTS

- a. Academic ineligibility status determined at the end of the spring semester can be adjusted for students in fall sports in which the date of earliest allowed competition is before the first day that students are in class.
- b. The minimum eligibility period shall be the lesser of (1) 21 consecutive calendar days beginning with the date of earliest allowed competition in a sport **OR** (2) one-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).

- c. Exact dates for fall sports at Beaver Dam Middle School are available from the Athletic Director.

31. REPORTING ACTIVITY/ATHLETIC CODE VIOLATIONS

- a. If an adult reports an alleged violation of the Activity/Athletic Code, she/he must be willing to submit a signed statement fully explaining what she/he believes is the violation of the Athletic Code, including as much information as possible detailing the alleged violation which was actually observed by the person making the report.
- b. If a student reports an alleged violation of the Activity/Athletic Code, the student's identity will be kept confidential; however, s/he must be willing to submit a signed statement fully explaining what s/he believes is the violation of the Activity/Athletic Code, including as much information as possible detailing the alleged violation which was actually observed by the person making the report. The identity of the student will be kept confidential with the exception that the signed statement will be shared with law enforcement personnel at their request.
- c. In cases where a report is received from a student, additional evidence must be secured before proceeding with any further investigation.
- d. The Athletic Director has the primary responsibility of investigating alleged violations of the Athletic Code and for assessing penalties.

32. RESPONSIBILITIES OF PARENTS/GUARDIANS

- a. Teach and expect sons/daughters to display high standards of behavior.
- b. Teach and expect sons/daughters to have respect for law, authority, and the rights and property of others.
- c. Teach and expect sons/daughters to be accountable for their own actions and help them to grow and develop into self-controlled, self-disciplined citizens.
- d. Share the responsibility for student conduct with the school.
- e. Support school officials in their efforts to develop and maintain well-disciplined schools and programs.
- f. Attend all orientation meetings as required by the Athletic Director and the advisor/coach.
- g. Read the Parent-Athlete Handbook and sign the statement indicating that you have read and understand the items contained within the handbook.

33. RESPONSIBILITIES OF INTERSCHOLASTIC ATHLETIC PARTICIPANTS

- a. Membership on all teams carries with it the responsibility of being a good representative of the school. Any student actions, whether bad or good, are a reflection not only of the student, but of Beaver Dam Middle School. Student-athletes can expect to be held accountable by coaches, faculty members and administrators for their behavior, whether the behavior occurs in school, on the athletic field, during a sport practice or competition, or off school grounds. Student-athletes are expected to represent Beaver Dam Middle School responsibly at all times.
- b. Serious offenses such as fighting or disorderly conduct could result in suspension from or denial of participation in ANY athletics. Other offenses, such as unsportsmanlike conduct during school events, disruptive classroom behavior or any other behavior which reflects poorly on the school or the District is grounds for disciplinary action on the part of school authorities.

34. SPONSORED INTERSCHOLASTIC ATHLETIC PROGRAMS OFFERED AT BDMS

- a. **Fall**
- b. **Winter**
- c. **Spring**

Cross Country
Football
Girls Volleyball

Boys Basketball
Girls Basketball
Wrestling

Boys Track and Field
Girls Track and Field

Note: In those sports where a boys team is sponsored, but no girls team is sponsored, girls are permitted to try out for the boys team. However, boys may not try out for a girls team if the sport is not offered to boys.

35. SPONSORED CO-CURRICULAR ACTIVITIES

Builder's Club
Drama Club
Forensics
Jazz Choir
Jazz Ensemble
Student Council
Talent Show
Yearbook

36. SPORTSMANSHIP EXPECTATIONS - SPECTATORS

- a. Beaver Dam Middle School is proud of its athletic programs and holds its students to high standards of conduct and sportsmanship. In order to portray good sportsmanship also on the part of our fans, we have the following expectations for our spectators:
 - I. Praise students in their attempts to improve themselves. Participation in interscholastic athletics provides learning experiences for students and mistakes are made.
 - II. Be a positive role model through your own actions by censuring those around you whose behavior is unbecoming.
 - III. Remember that you are at a contest to support and cheer for your team.
 - IV. Learn the rules of the game so that you understand what is going on.
 - V. Respect the integrity and judgment of contest officials even if you disagree with them.
 - VI. Refrain from the use of controlled substances (alcohol, tobacco, drugs, etc.) at any time.
 - VII. Recognize and show appreciation for an outstanding play by the other team.
 - VIII. Show respect for opposing players, fans and coaches.
 - IX. Support coaches and school administration in their efforts to emphasize the educational benefits of interscholastic athletics.

37. SPORTSMANSHIP EXPECTATIONS – STUDENT PARTICIPANTS

- a. All students are expected to adhere to the following expectations of good sportsmanship both on and off the field of play:
 - I. Accept and understand the seriousness of your responsibility and the privilege to represent your school and your community.
 - II. Dress with special care whenever you are representing the school.
 - III. Live up to the standards of good sportsmanship established by your coach, your school, your conference, and the WIAA.
 - IV. Learn the rules of the game and assist parents and fans by discussing the rules with them.
 - V. Treat your opponents with mutual respect.

- VI. Refrain from taunting, trash-talking, or making derogatory remarks to your opponents before, during, and after the contest.
- VII. Refrain from intimidating behavior or drawing attention to yourself.
- VIII. Wish opponents “good luck” before a game and congratulate them in a sincere manner following defeat or victory.
- IX. Respect the judgment of officials even if you disagree with their judgment.
- X. Win with humility; lose with grace. Do both with dignity.

38. SPORTSMANSHIP EXPECTATIONS – OFFICIALS

- a. All officials hired to officiate or judge competitions at Beaver Dam Middle School are expected to adhere to the highest professional standards set by the WIAA (or their particular licensing body) and any respective officials association to which the officials may belong. We expect our officials/judges to:
 - I. Have a thorough knowledge of the rules of the game.
 - II. Be fair and firm in making all decisions, and show no favoritism towards any individual contestant or any team as a whole.
 - III. Treat all players and coaches courteously, and expect the same treatment from them.
 - IV. Realize that the contest is inherently being conducted for the participants, and strive to remain as unobtrusive as possible during the judging process so as not to take focus away from the participants.

39. SPECIAL EDUCATION STUDENTS AND ATHLETIC PROGRAMS

- a. Students identified through an evaluation processes as having special educational needs are eligible for the interscholastic athletic program and will be subject to the same Activity/Athletic Code and attendance requirements as regular students.
- b. Participation in co-curricular activities and interscholastic athletics will **NOT** be written as a requirement in a student’s Individualized Educational Plan (IEP); however, once a student identified with Special Education needs becomes part of an interscholastic athletic team, the IEP will contain a requirement for daily academic and attendance monitoring, with a weekly review including a review of social behavior and conduct and the institution of any additional behavioral rules or monitoring necessary.

40. SUSPENSION/ DETENTION FROM SCHOOL – EFFECT ON ELIGIBILITY

- a. **In-School Suspensions:** Any student who has been assigned to an in-school suspension may not participate in practice or competition on the day(s) on which the in-school suspension is being served. A student who is serving an in-school suspension on the day prior to a weekend/break/vacation is ineligible for the first contest/event of the weekend/break/vacation.
- b. **Out-of School Suspensions:** Any student who is serving an out-of-school suspension is ineligible to participate in any practices or events on the day or partial days during which the suspension is in force. A student who is on suspension on the day prior to a vacation/break/weekend is ineligible for all participation until the school day on which the student is eligible to return to school.
- c. **Detentions/BIC:** Per the Student Parent Handbook, student involved in co-curricular activities are held to a higher standard. Advisors and coaches establish expectations for participants to not have any detentions in order to compete or perform. Advisors and coaches will be informed if a student is assigned a detention or sent to the Behavior Intervention Center. Detentions must be served to participate in a contest or performance.

41. TEAM SELECTION PROCESS ACTIVITIES/ATHLETICS

- a. In some activities/sports, the desire of a large number of students to participate may necessitate that a selection process be established and, as a result of that process, students may be placed on an A or B and in some cases a C team for participation in the particular activity or sport. All selections will be made based on procedures established by the advisor or head coach of the activity or sport, and will be shared with the interested students prior to the selection process taking place.

42. TRANSFER STUDENTS

- a. **Activities:** Transfer students will be granted immediate academic eligibility during the first term of their enrollment. If disciplinary action of any kind was taken at the prior school and the student transferred because of the action, or before a penalty was served, whether eligibility for co-curricular activities will be granted and the date of such eligibility at Beaver Dam Middle School will be determined by the Athletic Director.
- b. **Athletics:** During a transfer student's first term of attendance at Beaver Dam Middle School, s/he will initially be granted eligibility based on whether the student had no failing grades at their prior school. However, if a student comes to Beaver Dam Middle School with the status of ineligibility for athletics due to disciplinary actions that were taken at the prior school, the resultant penalty must be served prior to a student being declared eligible at Beaver Dam Middle School.

43. TRANSPORTATION POLICY

- a. All students must travel to and from contests, whether in town or out of town, in a vehicle supervised by their coach or a designated chaperone. "To and from" is defined as travel from Beaver Dam Middle School to the opponent's school site and back. Participants may return HOME from an away contest with parents/guardians providing **PRIOR** approval has been obtained from the Athletic Director and the appropriate waiver form has been signed.
- b. If an **EMERGENCY** occurs when a participant is away from Beaver Dam, the coach is empowered to have the parent/guardian sign and submit a waiver to the coach **PRIOR** to the parent/guardian leaving with the participant. In such cases, the coach is responsible for ensuring that the athlete leaves the contest with his/her parent/guardian.
- c. If parents/guardians provide transportation home from interscholastic athletic events, or allow their son/daughter to provide transportation to or from practice, the following policies are in effect:
 - I. Where parents/guardians provide transportation for their son/daughter home from a scheduled event, the parents/guardians shall assume all resulting liability, and the school shall assume no liability.
- d. All parents/guardians of students are required to sign the "Athletic Transportation Policy Form" prior to transporting their children home from an event, or requesting that their child(ren) transport themselves to or from a scheduled athletic practice. The form is usually submitted prior to the beginning of the season. If the need arises, it may be used for a particular date, but it must be submitted to the Athletic Director **at least 24 hours prior to the date of transport to be in effect unless an emergency arises necessitating that the coach must provide and approve the waiver.** A new form must be signed for each season in which the student participates.
- e. In situations necessitating that the coaches and students must walk to a practice site, students are expected to walk in a group under the supervision of a coach.

44. **WEIGHT GAIN OR LOSS**

Any unusual or severe weight gain or loss that the student-athlete experiences should be discussed with the coach and the Athletic Director as soon as concerns develop on the part of the athlete or the parent/guardian. While weight training will develop muscle mass and, in some cases, increased muscle definition, a drastic change in muscle mass over a short period of time is not normally the case. Further, if an athlete must adjust weight gain or loss due to a sport such as wrestling or cross country, there could be some weight gain or loss due to normal activity and training; however, continued or drastic weight loss could indicate that other underlying problems may be present.

APPENDIX

BEAVER DAM MIDDLE SCHOOL ATHLETIC TRANSPORTATION POLICY

All students must travel to and from contests, whether in town or out of town, in a vehicle supervised by their coach or a designated chaperone. "To and from" is defined as travel from Beaver Dam Middle School to the opponent's school site and back. Participants may return HOME from an away contest with parents/guardians providing **prior** approval has been obtained from the Associate Principal/Athletic Director and the appropriate waiver form has been signed.

If an **EMERGENCY** occurs when a participant is away from Beaver Dam, the coach is empowered to have the parent/guardian sign and submit a waiver to the coach PRIOR to the parent/guardian leaving with the participant. In such cases, the coach is responsible for ensuring that the athlete leaves the contest with his/her parent/guardian.

If parents/guardians provide transportation home from interscholastic athletic events, or allow their son/daughter to provide transportation to or from practice, the following policies are in effect:

- Where parents/guardians provide transportation for their son/daughter home from a scheduled event, the parents/guardians shall assume all resulting liability, and the school shall assume no liability.
- Where a student transports himself/herself to or from a practice, the parents/guardians of that student shall assume all resulting liability, and the school shall assume no liability.

BEAVER DAM MIDDLE SCHOOL TRANSPORTATION LIABILITY WAIVER

I have read the Athletic Transportation Policy and agree that I shall assume all liability for negligently caused injuries resulting from the following situations:

- *Where I transport my son/daughter home from a scheduled event;*
- *Where my son/daughter transports himself/herself to or from a practice.*

I also agree that Beaver Dam Middle School shall assume no liability whatsoever for negligently caused injuries resulting from the above situations or any other situation where contracted transportation is not being used to transport athletes.

Parent/Guardian Signature

Date

REQUEST FOR ALTERNATE ATHLETIC TRANSPORTATION

Sport: _____ Student-Athlete's Name: _____

My child, named above, will not be riding the team bus/van on _____ because my child will be:
(date)

_____ 1. Riding home with his/her parent/guardian. _____ 2. Driving to and from practice.

REASON: _____

Parent/Guardian Signature

Date

Associate Principal/Athletic Director

Date

This form must be submitted to the Associate Principal prior to the beginning of the season, or **NO LATER THAN 1 DAY** prior to the event except in cases of emergency as stated above.

EXPECTATIONS AND RESPONSIBILITIES OF A COACH

EXPECTATIONS

- That every individual who coaches Middle School sports will view him/herself as a teacher first, and will value the concept that interscholastic athletics are an extension of the educational process of Beaver Dam Middle School. It is in the relationship between coach–athlete that life lessons are learned. The values of wellness, citizenship, sportsmanship, integrity, and ethics most affect students in interscholastic athletics when coaches emphasize those values.
- That time spent with coaches should be enjoyable, educational, positive and worthwhile, because, in most instances, during the season of the activity or sport, a student spends more time under the supervision and guidance of his/her advisor/coach than any other adult.
- That coaches understand the enormous impact and influence that they can have on students.
- That coaches are professionals who are aware of and committed to upholding the responsibilities they have to follow the rules and regulations of governing bodies and that students should expect to be disciplined for breaches of rules, yet treated as fairly as possible in all circumstances.
- That all participants in interscholastic athletics should expect to be treated as individuals and as integral parts of a team.
- That since the percentage of students who end their participation in organized sports is well over 90%, coaches focus their attention on developing students who will be contributing members of society by focusing on each student being expected to do his/her best and not focusing totally on whether the school, the activity or the team ultimately finishes with the most points in the contest.

RESPONSIBILITIES

Students and their families can expect that the coaches of the Beaver Dam Coaching Staff will perform in the following manners:

- That coaches will communicate practice times, contest schedules and other time commitments in writing to all members of their sport.
- That coaches will present pertinent information to all student-athletes and their parents/guardians at a pre-season meeting.
- That team rules and regulations, in addition to any mentioned in this Handbook, will be well-defined, distributed in writing, discussed, and enforced with all members of the team.
- That coaches will make every effort to ensure that all students involved in their sport will have adequate instruction, and will receive the necessary motivation and practice experiences to enable all participants to enjoy success.
- That coaches will assist all individuals in their sport to grow socially and emotionally through the use of positive feedback and timely and sensitive communication with each student-athlete in the activity.
- That coaches will attempt to promote school spirit, team spirit, and cohesiveness.
- That coaches will expect the participants in their activities to actively promote and support all other activities of Beaver Dam Middle School.
- That the individual performances of the participants in each sport will be assessed and the quality of those performances shared with the athletes in a timely and sensitive fashion.
- That each participant in a sport will be encouraged to work to the participant's full potential, and that no individual participants will be singled out in the media or blamed for team failures.
- That all participants in interscholastic athletics will be taught the skills and rules of the sport and will emerge from the sport with greater technical and tactical proficiency.
- That the coach/ will be available to the participants who wish to seek counsel from the coach. That if an individual participant wishes to speak privately about a personal matter to a coach, an appropriate time and place within acceptable professional boundaries for such discussion will be made available.
- That the ultimate goal of the program is to prepare each student to succeed, to do his/her best, and to work to each individual's maximum potential.

PARENT- ADVISOR/COACH COMMUNICATION

Parent-Coach Relationship

Both parenting and coaching a sport are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children.

As parents, when your children become involved in our program, you have a right to understand what expectations are placed on your child. This begins with clear communication from the advisor/coach of your child's program.

Communication You Should Expect from the Advisor/Coach

1. Philosophy of the advisor/coach.
2. Expectations the coach has for your child, as well as all of the participants in the activity.
3. Locations and times of all practices. Performances and contests.
4. Program requirements, i.e., fees, special equipment, etc.
5. Criteria for awards that will be presented at the end of the season.
6. Disciplinary action that will result in the denial of your child's participation.

Communication Advisors/Coaches Expect from Parents

1. Concerns expressed directly to the advisor/coach.
2. Notification of any schedule conflicts well in advance.
3. Specific concerns regarding a coach's philosophy or expectations.

As your children become involved in the co-curricular and interscholastic athletic program at Beaver Dam Middle School, they will experience some of the most rewarding moments of their lives. It is important to understand that there may also be times when things do not go the way you or your child wish. At these times, discussion with the coach is encouraged.

Appropriate Concerns to Discuss with Advisor/Coach

1. The treatment of your child, mentally and physically.
2. Ways to help your child improve.
3. Concerns about your child's behavior.

It is very difficult to accept your child's not playing as much as you had hoped s/he would. Coaches are professionals. They make judgment decisions based on what they believe to be the best for the team and for all of the individuals involved. As you have seen from the list above, certain things can and should be discussed with your child's coach. Other things, such as the following items, must be left to the discretion of the coach.

Issues NOT Appropriate to Discuss with Adviser/Coaches

1. Competition time.
2. Coaching strategy in a particular game or selection of players for the team.
3. Play calling during athletic events.
4. Other student-athletes or members of the team.

There are situations that may require a conference between the coach and the parent. These interactions are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution to the issue of concern.

If You Have a Concern to Discuss with a Advisor/Coach, Please Follow This Procedure:

1. Call to set up an appointment with the coach.
2. If the coach cannot be reached, please call *Mr. Wood (Athletic Director) at 920-885-7365, ext. 3131.*
3. Please **DO NOT** attempt to confront a coach before or after a contest or practice. These can be emotional times for both parent and coach. These types of confrontations do not promote a positive resolution to any concern.

What to Do if a Parent Advisor/Coach Meeting Does Not Resolve the Issue

1. Call and arrange an appointment with the Athletic Director to resolve the situation.
2. At the appointment it will be determined if further action is necessary.

Research indicates that a student involved in interscholastic athletics has a better chance for success during adulthood. Many of the character traits required to be a successful participant are exactly those that will promote a successful life after Middle School. We hope that the information we have provided will promote positive communication between parents and coaches and make your experience with the interscholastic athletic program less stressful and more enjoyable.

WIAA PHYSICAL EXAMINATION FORM

Please click [here](#) for the WIAA form. Beaver Dam Unified School District utilizes the WIAA Physical Card forms available on the WIAA website. Both Current Year cards, as well as Alternate Year cards are available on their website linked above. Note: the only page that is required by the school is page 4 of the Student-Athlete Physical Card.

**BEAVER DAM UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION POLICY QUICK REFERENCES**

Click on the number to view the Policy, Administrative Guideline, or Form.

Board of Education Policy:

[2260](#) - NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

[5500](#) - STUDENT CODE OF CLASSROOM CONDUCT

[5517](#) - STUDENT ANTI-HARASSMENT

[8640](#) - TRANSPORTATION FOR FIELD AND OTHER DISTRICT-SPONSORED TRIPS

Form:

[5517 F1](#) - STUDENT HARASSMENT COMPLAINT FORM