

WASECA BLUEJAYS



2018-2019 Activities Handbook



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Philosophy and Purpose of Waseca Athletic Program

It is the philosophy of the Waseca Public Schools that athletics are very beneficial to the mental, emotional, physical and social development of our students. Therefore, the athletic program should be an integral part of the total school program.

1. All boys and girls should have an opportunity to learn basic athletic skills and to participate.
2. Every effort should be made to maintain competitive excellence.
3. Participation in athletics is a privilege not a right.

The purpose of Waseca Junior Senior High School activities is to instill the qualities of Responsibility, Commitment, Integrity, and Fun through multiple offerings of distinguished programs.

Extra-Curricular Activity Practice Guidelines

Student activities are a vital part of secondary education. The opportunities for students to organize and plan, to assume leadership roles, to gain recognition and identity, to experience self-governance, to build self-concept, to recreate physically and emotionally, and to mature socially come to a significant degree from the Student Activities Program.

The following are guidelines to be used during the school year in connection with the Waseca High School extra-curricular activities program:

1. Wednesday is recognized as "Church/Family Night" with no school activities after 6:00 p.m. Exceptions will be allowed only after careful consideration and given unavoidable circumstances. Administrative approval will be needed for any exceptions.
2. No practices will be allowed on Sunday and non-MSHSL events may be scheduled only when absolutely essential and appropriate. With communication between coach/director, student and parent, students should be allowed to miss practices for family events during holidays and other non-school days.
3. A student's day at school should not begin before 6:30 a.m. and end no later than 9:30 p.m. Practices should be held within these times; however, administration may give permission to practice earlier or later. Also, during the week before a performance, groups such as drama and music may need to extend some practices to 10:00 p.m.
4. It is recognized that student initiated practices or "captain's practices" do occur. Attendance at these practices must be optional.
5. There is an on going need for frequent communication between classroom teachers, coaches/directors, parents and students with an emphasis placed upon the importance of academics. It is understood that students be allowed to miss practice for tests, makeup labs, special help from teachers, etc.
6. Students involved in Fine Arts/Athletics will not be punished if they miss a practice due to a performance or game.

Waseca High School Scholastic Eligibility Policy

To be scholastically eligible, a student must be making satisfactory progress towards the 74 credit requirement for graduation. Scholastic eligibility means maintaining a passing grade in each class beginning with the fifth week of each trimester.

*A failing grade at the end of the trimester will result in a period of ineligibility for the first three weeks of the following trimester. The student will become eligible again at Week 4 if the student is passing all classes from the present trimester. Students will be allowed to practice during their period of ineligibility. Students will attend contests and performances dressed in street clothes and will be unable to compete.

Procedures

Weeks 1-3 of each trimester - Students with D's and F's will be contacted regarding the status of their grades. A letter will be sent home to parents.

Week 4 - Students must raise their scores to passing by the end of the workday on Friday.

Week 5 - Students with failing grades become ineligible from Monday of Week 5 until the following Monday. Students regain their eligibility by presenting to the advisor or coach a form signed by the teacher and the principal designating that the student is passing the class or classes indicated.

Week 6 - Same as Week 3 (students with F's from Week 5 will remain ineligible until passing)

Week 7 - Same as Week 4

Week 8 - Same as Week 5

Week 9 - Same as Week 3

Week 10 - Same as Week 4

Week 11 - Same as Week 5

Week 12* - Finals, students who fail the class are ineligible as indicated above.

Expectations of Students - to be prompt and prepared and to seek help from teachers and other resources available.

Expectations of Teachers - to keep grades updated, to communicate grades to students and to provide ample opportunities for students to achieve passing grades.

The Principal can modify the application of penalties for good cause.

Eligibility Rules and Regulations

Rules and regulations as set up by the Minnesota State High School League and Waseca High School relating to the student code of responsibility, sexual harassment, sexual violence and the use, possession or paraphernalia of mood-altering chemicals, i.e., alcohol, tobacco, drugs and marijuana will be used in determining violations. Penalties are accumulative in grades 7-12, and are to be served consecutively. As per rules of the MSHSL, the mood altering chemical use rule coverage is year round, which includes the summer.

It is the responsibility of each coach to enforce rules of eligibility and inform athletes of all rules and regulations at the beginning of each season.

If a possible violation of rules is reported to a coach and it appears to be more than rumor, it is to be reported to the Activities Director and Principal immediately with all known information.

If ineligibility is determined, each coach involved must apply this decision as defined by state, school, and team rules. Coach's discretion will be involved with team rules (rigorous training activities will not be tolerated).

It is not our philosophy to "beat the system" in regards to rules and regulations.

A student who violates the mood altering chemical use or possession rule will forfeit the right to earn letters and awards (such as, but not restricted to, MVP, all-conference, etc.) in the sport or activity covered by the period of ineligibility. They also forfeit all positions of leadership with the school for a period of one year, not to exceed three competitive seasons whether they participate in each season or not. They will lose their right as a leader for one year from the date of the violation. The student will be ineligible to be a Homecoming or Snow Week candidate for one calendar year.

Waseca High School has an academic eligibility program that is to be enforced. **If a student is Serving a Chemical violation and becomes academically ineligible during that time, their chemical Violation will be extended until they become academically eligible again.**

The coaching staff is in favor of a high standard of conduct, discipline, and grooming in the athletic program. Coaches will establish standards within the framework of school philosophy that they feel are necessary to successfully operate their program.

A student who is serving a period of ineligibility for a mood altering chemical use violation must complete the entire season of the sport in which he/she participates while serving all or part of the ineligibility penalty. If a student does not complete the entire season, the penalty time served for the ineligibility does not count and the student must serve the penalty during the next sport season in which he/she participates.

If a student is not actively participating in a sport due to injury, or other situations, at the time of a violation, the penalty enforcement will not begin to be served until the student is able to actively participate.

A student who is ineligible due to a MSHSL violation will not be allowed to go out for a sport after the season has started. If extenuating circumstances allows for a student to go out for a sport in the above situation the penalty time served for the ineligibility does not count and the student must serve the penalty during the next sport season in which he/she participates.

Student Code of Responsibilities

The member schools of the Minnesota State High School League believe that participation in interscholastic activities is a privilege that is accompanied by responsibility.

As a student participating in MSHSL's interscholastic activities, a student will understand and accept the following responsibilities:

1. They will respect the rights and beliefs of others and will treat others with courtesy and consideration.
2. They will be responsible for their own actions and the consequences of their actions.
3. They will respect the rights and property of others.
4. They will respect and obey the rules of Waseca Public Schools and the laws of the community, state and country. Examples curfew, vandalism etc...
5. They will show respect to those who are responsible for enforcing the rules of Waseca Public Schools and the laws of the community, state and country.
6. Assault on any person will not be condoned by the League and will be dealt with by the school administration and the local authorities.

A student whose character or conduct violates the Student Code of Responsibilities is not in good standing and is ineligible for a period of time as determined by the school principal.

Mood-Altering Violation Interview Policy

If a mood-altering violation has been reported to a staff member and the principal has not received a report of a violation from law enforcement, the following process will be followed when questioning students. This does not include incidents when a staff member witnesses the violation. The administration will interview a student about a suspicious chemical violation and will notify parents or guardian within a practical time after the interview.

Sport Seasons - Grades K-6

Elementary programs are under the direction of the Community Education program.

Sport Seasons - Grades 7-12

Regulations as established by the Minnesota State High School League relative to the length of seasons, number of games, starting time of seasons, etc. will be followed by the Waseca Athletic Program.

Participation

At no time should any coach use any type of influence or pressure on a student-athlete with the intent of having an athlete go into one activity rather than another.

If anything resembling recruitment of athletes or pressuring of athletes to go out for a particular sport occurs the situation should be brought to the attention of the activities director, principal and athletic council.

Coaches may not use summer camps, summer league, clinic participation, etc., or the lack of same, in determining a student's position on a high school team.

Student's within the WHS and WJHS school district have the first four weeks of the season to join a team. Transfer students during the current season are an exception.

If a student decides they want to drop one sport after that season has started and participate in another sport during that same season they may do so within the first four weeks, but only after both head coaches have been informed and final approval has been given by the activities director.

In grades 7-8 coaches should be more lenient in the above situation, as youngsters frequently have not made up their mind as to what they want to participate in. Even in this situation the coaches must be informed and the activities director will determine final approval.

If a student is being disciplined in one sport and wants to change to another sport this will be given serious consideration and both coaches must be informed and the activities director will give final approval.

It is our philosophy that students should go out for whatever sport they want without any pressure exerted on them, but if a student is not out for any sport coaches are encouraged to get the student out for a sport.

Students may participate in only one sport per season. This does not mean that if they are cut, or drop, from one sport that they can't go out for another sport during that season. It means, for example, that they can't participate in football and cross-country, etc., at the same time.

Cuts will be allowed in some situations if given approval by the head coach, activities director, and building administrator. All cuts should be handled in a face to face meeting between coach and athlete.

In grades 7 and 8, coaches are encouraged to play all participants.

In grades 7 and 8, A and B games should be attempted to be played whenever possible.

Physicals, Insurance, Declarations, MSHSL Eligibility Forms, Fees

All four of these MUST be on file in the Activities Director's office the Friday **PRIOR** to the first day of practice, by all student athletes. These are to be delivered to the Activities Office.

Student Attendance in School

Students who are absent for more than one-half day (must attend school for three periods) and are not in school following a late away game or activity shall not play or practice in school activities that day or evening unless excused by the school for a variety of reasons such as, but not limited to, school field trips, college visitation, funerals.

A student who skips a class during the day will not be allowed to practice or play in an activity on that day, or if not detected on that day, the penalty will be enforced on the day that it is administered by the principal or assistant principal, or other designated authority.

If a student is on in-school suspension or out-of-school suspension, no practice or participation in a game will be allowed that day. Students cannot attend practice or accompany the team at a game.

Junior High School Athletes Participating on High School Teams

The use of seventh and eighth grade athletes on high school teams will be allowed if the Promotional Guidelines policy is followed appropriately. JH athletes participating on a high school team can Practice and will pay the full high school activity fee at the beginning of the season, if a JH athlete is promoted during the season a pro-rated fee will be calculated.

Refunds

No refunds will be allowed after the first contest of the season.

Locker Room Responsibilities

It is the responsibility of each coach to:

1. See that no athletes are in the locker room without a coach in attendance.
2. See that the locker room is cleaned up respectably before everyone leaves.
3. See that team members are responsible for picking up towels, closing locker doors, shutting off showers, keeping floor clean, etc.
4. See that training room is kept neat and clean.
5. See that no one is allowed in the whirlpool without supervision.
6. See that no one is allowed in the weight room without onsite supervision of a coach or other assigned adult.
7. See that the equipment room is kept neat and clean at all times.
7. Don't allow students to go into the equipment room unless the coach takes them in there. There are too many valuable articles stored in there to take chances on any of them being picked up.
9. Don't allow students into the coach's office. This should be a private room for the coaches only.
10. Secure all athletic facilities after use. Coaches will not provide an open facility to personnel not contracted by the school district.
11. Students who are not enrolled students and/or athletes in grades 7-12 in the Waseca Public Schools are not allowed in the weight room. Current college athletes who are WHS alumni will be allowed with the Activity Directors consent.

Guidelines for Promoting a 7-8 Grade Student to a High School Squad

ALLOW AMPLE TIME FOR A REQUEST TO BE PROCESSED. DO NOT EXPECT THIS PROCESS TO BE COMPLETED IN ONE OR TWO DAYS.

A junior high school student shall not practice with a high school squad until all forms have been signed and final approval granted.

If the head coach wants a 7th or 8th grade student promoted to a high school squad there are certain procedures to be followed. If not followed, the request will likely be denied.

Steps 1-2-3 are to be completed before mentioning anything to either the parent or the student-athlete involved.

The school district does not want the situation where a coach has discussed with the student-athlete, or parent, the possibility of that athlete being promoted to a high school squad and then having the request for transfer denied by a parent, principal or activities director.

Certain things will be taken into consideration when deciding whether or not a 7th or 8th grade student-athlete should be moved to a high school squad. These include, but are not restricted to:

1. Can the student-athlete handle the change physically, emotionally, and socially?
2. Will it benefit the student-athlete?
3. Will it benefit the team involved?
4. Is there a real need for the change?

The steps to be followed, in order:

1. The head coach of that sport shall discuss with the athletic director the reasons for wanting to implement such a move and pick up the necessary forms that need to be signed.
2. The head coach or activities director shall contact the junior high school principal, explain the reasons for the requested move, and if approved, get the principal's signature.
3. The head coach or activities director shall contact the high school principal, explain the reasons for the requested move, and if approved, get the principal's signature.
4. The head coach shall contact the parent, explain what they would like to do, and ask if the parent approves the move. If they don't approve, proceed no further.
5. The head coach shall ask the student-athlete if they wish to make the move and, if they do, send the form home with them to be signed by the parent.
6. The head coach shall bring all the signed forms to the activities director for final approval and his signature.

Students in activities where there is no junior high program would not be required to go through the above process.

Equipment

A student who loses equipment or uniforms assigned to them will be charged for it at replacement cost.

A student will not be allowed to go out for another sport until all equipment and uniforms have been returned and any lost equipment or uniforms has been paid for from the previous season of participation. A student not going out for a sport in the next season that has not returned all equipment and uniforms or paid for lost equipment and uniforms will have their names turned in to the principal's office and added to the fines and fees list. Coaches are to inform the athletic office of any equipment or uniforms not returned. The athletic office, the principal's office, and the coaches, will be responsible for enforcing this policy.

Travel for Junior/High School Athletes

Student-athletes or other members of the team, such as cheerleaders, managers, statisticians, etc., must ride to and from athletic contests in which their team is participating in school provided transportation, or school authorized transportation, unless extenuating circumstances occur. All extenuating circumstances must be pre-approved by the Activities Director prior to the team's departure for the contest. Students who fail to do this will receive a one-game suspension from that team's games.

If an exception occurs, they can use the sign out sheet provided by the coach at the event.

The school is responsible for all members of the entourage from the time of departure until time of completed return. Any coach who disobeys above procedure will be legally responsible for any incident that may happen and subject to school disciplinary action.

If a student is to get approval for an exception the parent must sign the pre-authorized permission form at the beginning of each season. This will allow their son/daughter to ride home after an event with the name of the individual on the form. The name of the individual must be over the age of 21.

Students are not to be dropped off the bus while passing through town on the way back to the school.

Student-athletes must follow bus safety rules. Students who fail to obey will receive appropriate consequences.

Athletic Recognition Programs

Recognition programs to honor the varsity athletes, managers, statisticians, cheerleaders, and coaches will be held at the end of each sports season.

It is the responsibility of each head coach to be in attendance and present the respective awards.

Coaches should strongly encourage all varsity participants to attend.

Rules Governing Letter Award Winners

The following items are some that should be taken into consideration.

1. Faithful and prompt attendance at all practice sessions is required.
2. When it is necessary to miss a practice, the athlete must see their coach so they may be excused.
3. An athlete must participate in any and all scheduled events unless excused by the coach.
4. An athlete must complete the entire season as a member of that team. If the athlete does not complete the season they are not eligible to receive any special awards such as Captain, MVP, or Scholar Athlete of the Year.
5. Violation of training rules will be an automatic loss of letter.
6. Manager letters will be awarded upon the judgement of the coach and only varsity managers are eligible to earn a letter.

7. Under certain circumstances, a coach may award an honorary letter to an athlete. For example, a senior who has been out for two (2) years or more and has not played enough to win a letter, but in the opinion of the coach has contributed to the squad, may be awarded a senior letter.
8. A service letter could be awarded to a student who for reasons beyond their control, such as an injury, is unable to continue playing and finishing the necessary award requirements. If, in the opinion of the coach, they deserve a letter, one may be awarded in such a situation.
9. A letter may be awarded to an athlete who, in the coach's opinion, gives an outstanding performance in a conference, regional or state competition and has not previously met the requirements for a letter.
10. Athletes upon qualifying for a letter for the first time will be awarded a chenille letter "W" and an award emblem and bar. For each additional award, metal bars will be given to the athlete to put on their letter.
11. When an apparent "loss of letter" situation arises, the activities director should be consulted in advance.

Lettering Requirements in Each Sport

Baseball

Must participate in half of the games and must play a number of innings equal to the number of total games played by the team. Pitchers may qualify for a letter by pitching a number of innings equal to the number of total games played by the team.

Basketball

Must compete in 18 halves.

Cheerleaders

Only varsity participants may earn a letter and only one letter per year.

The first year award will be a letter and pin. The second and subsequent years they will receive a bar pin.

Cross Country

Five points are required to earn a varsity letter. Points are earned in the following manner:

1. One point is earned in a dual meet competition by placing ahead of the opposing teams fifth runner or by being the fifth or higher Waseca runner on the winning team.
2. In conference, region, state or invitational meets, three points are earned by placing in the first third of all finishers, two points for the second third, and one point for the last third.

Football

Must play in 12 quarters of varsity games.

Golf

Must earn one-third of the points possible which are as follows:

1. Two points for playing in the match.

2. Two points for a tie or win over your opponent.
3. Two points for being one of the four low scores.
4. Two points for medalist or runner-up.

Gymnastics

Must achieve one of the following:

1. Compete in half of the varsity meets.
2. Place in the top three overall at the conference meet.
3. Place in the top five overall at the regional meet.

Hockey

Must play in half of the total number of games and the number of periods equal to the total number of games.

Soccer

Must compete in a number of halves equal to the total number of games.

Softball

Must participate in half of the games and must play a number of innings equal to the number of total games played by the team. Pitchers may qualify for a letter by pitching a number of innings equal to the number of total games played by the team.

Tennis

Must participate in half of the matches or place in the conference or section tournament.

Track

Based on varsity events only and includes the following:

1. Attend practice regularly with a positive attitude.
2. Do complete workouts daily with a desire to improve.
3. Finish the season.
4. Compete in all assigned events as a varsity athlete.
5. Have no unexcused absences.
6. Meet the qualifying standards.
9. A senior out for track three years may earn a letter if the coach feels they are deserving.
10. Head Coach will make the final decision on all lettering.

Volleyball

Must compete in as many games as total matches in the season. (example: If there are 15 matches that would be a minimum of 45 games and a maximum of 75. Player would have to play in at least 15 games in this example.)

Wrestling

Must participate in half of the dual matches during the season, place in the top three in the conference meet, or go to the region tournament as an individual.

Parent Communication Guidelines

Both parenting and coaching 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 coach of your child's program.

Communications You Should Expect From Your Child's Coach

1. Philosophy of the coach.
2. Expectations the coach has for your child as well as all the players on the squad.
3. Locations and times of all practices and contests.
4. Team requirements, i.e. fees, special equipment, off-season conditioning.
5. Procedure should your child be injured during participation.
6. Discipline that results in the denial of your child's participation.

Appropriate Concerns To Discuss With Coaches

1. The treatment of your child.
2. How to help your child improve.
3. Concerns about your child's behavior.
4. Practice times, illnesses, vacations, and issues not associated with list below.

Issues Not To Be Discussed With Coaches

1. Playing time.
2. Team strategy.
3. Play calling.
4. Other student-athletes.

It is very difficult to accept your child's not playing as much as you may hope. Coaches are professionals. **They make judgment decisions based on what they believe to be best for ALL students involved.** The district has always maintained an open door policy for parents to speak with the Activities Director.

There are situations that may require a conference between the coach, activities director, and the parent. If the concern is not resolved by the athlete talking to the coach, the parent should call the activities director to set up an appointment. Do not call the coach. It is important that both parties involved have a clear understanding of the others 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 Coach.

The procedure is as follows:

1. Athlete talks to coach.

2. Parents need to set up a time to meet with the coach. Concerns should be addressed in a reasonable non-confrontational manner. If this procedure is not followed the parent will receive a letter from the Activities Director stating that the privilege of Parent/Coach discussion is terminated. If the parent continues to discuss issues with the coach after receiving a letter, disciplinary actions maybe taken according to Waseca Public Schools policies, MSHSL policies, and Minnesota law.
3. Parent calls activities director to set up a meeting with the athlete, parent, coach, and activities director. We encourage open communication and value your input.

Do not attempt to contact a coach at a contest, home, work, or e-mail with questions regarding the above. These can be emotional times for both the parent and the coach. This approach does not promote resolution. Concerns should only be expressed reasonably and constructively. Repetition of non-constructive comments constitutes harassment and is not a reasonable expression of concern.

What Can A Parent Do If The Meeting With The Coach and Activities Director Did Not Provide

A Satisfactory Resolution?

1. Call and set up an appointment with the building principal to discuss the situation.
2. If not satisfied with the outcome:
 - a. Set up an appointment with the superintendent.
 - b. Contact the board of education and request a special committee to review you concerns.
 - c. Contact MSHSL
 - d. Seek legal council.

Consequences if the above procedure is not followed:

Failure to follow the procedure outlined above will result in a review of the circumstances by the activities director, building principal, and school attorney for such further action under Minnesota Law as is warranted by the circumstances.

Since research indicates a student involved in extra-curricular activities has a great chance for success during adulthood, these programs have been established. Many of the character traits required to be successful in life after high school are developed in these activities. We hope the information provided within this pamphlet makes both your child's and your experience with Waseca High School programs less stressful and more enjoyable.

Standards and Penalties for Athletics

The use or possession of alcohol or tobacco, or the use, consumption, possession, paraphernalia, sale or distribution of any other controlled substance, including anabolic steroids, will make you ineligible. **Waseca Administration follows the rules of the MSHSL along with Waseca Public Schools policies.**

1. Mood altering use penalty in athletics (MSHSL Category I):
 - a. First violation – 4 weeks or 4 contests, whichever is greater.
 - b. Second violation – 8 weeks or 8 contests, whichever is greater.

- c. Third violation and subsequent violations – 12 weeks or 12 contests, whichever is greater and must complete a 6 week certified chemical treatment program (Administration approved) before they are allowed to compete in events.
2. If a student self reports (talks to a coach or administrator within 48 hours of the violation) a chemical violation, prior to a police report or investigation, the penalty for the first violation will be 2 week or 2 events whichever is greater, second violation will be 6 weeks or 6 contests whichever is greater, and third violation will be 10 weeks or 12 events whichever is greater.
3. Denial Disqualification: A student shall be disqualified from all inter-scholastic athletics for nine additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation.
4. As per rules of the MSHSL, mood-altering chemical use rule coverage is year round (i.e., coverage includes the summer months).
5. Upon the first violation of the mood-altering rule the student will be required to attend a chemical assessment team meeting. A chemical use assessment may be recommended and may be required.
6. Upon subsequent violations of the mood-altering rule the student may be required to have a chemical assessment and may be recommended to participate in a chemical dependence or treatment program before being reinstated in the activity program. This certification must be issued by the director or a counselor of a chemical dependence treatment center.
7. A student who is dismissed from school or who violates the student code of conduct is not in good standing and is ineligible for a period of time as determined by the school principal.

State Tournament Hotel and Meal Reimbursement Policies

In the case that one of our teams or student-athletes advances to the State Tournament, the Activities Director and Head Coach will work together to select a hotel that suits the needs of the team or the individual that has advanced. Student-athletes will be housed 4 to a room, while coaches will be 2 to a room. Meals will be reimbursed at a rate of \$6 for breakfast, \$8 for lunch, and \$10 for dinner. Breakfast money will not be issued if the hotel offers a free breakfast. Coaches must make every attempt to keep track of all receipts used to purchase meals during the course of their stay and return them to the Activities Director. The Activities Director will use discretion in the number of chaperones needed on a case by case basis.

Waseca Activities Social Media Guidelines

- Consider social media communications as public at all times - even if created with private intentions. If you are going to use social media in any form, consider your communication may be read by anyone at any time.
- You represent Waseca, your team, and the Big South Conference. Act accordingly.
- Promote your team, school, and conference in a positive light and with a general feeling of pride.
- Remember that ethical restrictions that apply to any form of public speech also apply to social media. It is inappropriate to communicate specifics about your teammates, opponents, game situations, and so on using these tools.

- Remember that many forms of direct electronic communication can be made public without the knowledge of the original message creator.
- Be very sparing in the sharing of your personal information, including photos. Adjust security settings accordingly.
- Report fake profiles or posts to the appropriate authorities/governing bodies in a timely fashion.
- Follow specific school, school district, and team policies regarding the use of social media. Failure to do so may result in penalties.

Waseca Athletic Handbook Statement

Statement to be signed by the participant and by the student's parents or guardian.

I have read, understand, and acknowledge receiving the Waseca Athletic Handbook, which contains a summary of the eligibility rules of Waseca School Board and MSHSL. I understand that a copy of the Official Handbook is on file with the Activities Director.

By signing this we acknowledge that we have received, read, and agree to the regulations outlined the Student Activities Handbook.

Student's Signature

Grade

Date

Parent's or Guardian's Signature

Date



2018-2019



MSHSL ELIGIBILITY BROCHURE

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

I understand I must sign the current eligibility statement prior to participation each school year.
I understand that once I sign the eligibility statement all eligibility rules apply:

- Twelve (12) months of the year;
- Whether I am currently participating or not;
- Continuously from the first signing of the statement through the completion of my high school eligibility.

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

General Student Eligibility Checklist (must be completed by all students) (If you cannot check all 8 items, see your athletic/activities director or principal)

- _____ 1. Making academic progress toward graduation.
- _____ 2. Will not have turned 20 before the start of the season in which I participate.
- _____ 3. Have not dropped out of school or repeated a grade while in high school.
- _____ 4. Have not and will not use or possess tobacco or alcoholic beverages, use, consume, have in possession, buy, sell or give away any other controlled substance, including steroids, drug paraphenalia or products containing or used to deliver nicotine, tobacco products and other chemicals.
- _____ 5. Have not and will not violate the racial/religious/sexual harassment/violence/and hazing bylaws of the MSHSL.
- _____ 6. I agree to fully cooperate in any investigation honestly and truthfully.
- _____ 7. Regardless of my age I agree to follow all of the MSHSL Bylaws in order to be eligible to represent my school in League-sponsored activities.
- _____ 8. **Both the student and parent have reviewed the concussion management information contained in the Eligibility Brochure and found on the following website:** www.cdc.gov/headsup

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

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

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

GENERAL BYLAW REVIEW

All MSHSL eligibility determinations are based on bylaws found in the most current official handbook or online at mshsl.org/handbook

* Denotes rules applicable to cheerleaders

1. ***ACADEMIC** — (Credit Requirement) To be eligible, a student must be making satisfactory progress toward the school's requirement for graduation.
2. ***AGE** — A student who turns 20 during the 11th or 12th semester since first entering the 7th grade shall be allowed to participate through the completion of the 12th semester. Adapted athletes are eligible to participate until their 22nd birthday, provided they meet all other eligibility requirements.
3. **AMATEUR STATUS** — A student must be an amateur in that sport. A student may not receive cash or merchandise for athletic participation. A student does not lose her/his amateur status because of reimbursement for officiating, instructing, teaching or coaching a sport. (*Reference Bylaw 201 for further amateur provisions*)
4. **AWARDS** — Acceptable awards to students in recognition of participation in high school activities include medals, ribbons, letters, trophies, plaques and other items of little or no intrinsic value (\$100.00 or less). Violation will render a student ineligible for participation in that activity.
5. ***ENROLLMENT, ATTENDANCE, AND REQUIRED SUBJECT LOAD** — Students must be fully enrolled in (as defined by the Minnesota Department of Education) and attending the school before they are eligible to represent that school in MSHSL sponsored activities.

- Students must be properly registered, attending school and classes regularly. Students must be on track to meet the school's graduation requirements in six years (12 consecutive semesters) beginning with the first day of attendance in the 7th grade.
- For transfer eligibility purposes participation in a school program is considered full enrollment at that school.
6. **FOREIGN EXCHANGE STUDENTS** — Approved Foreign Exchange Students are limited to 1 calendar year of high school eligibility beginning with their 1st date of enrollment and attendance. **INTERNATIONAL STUDENTS** – students not participating in a CSJET approved foreign exchange program are eligible only at the B-squad or JV level for one calendar year.
 7. ***GENERAL ELIGIBILITY** — In order to be eligible for regular season and MSHSL tournament competition, a student must be fully enrolled as defined by the Minnesota Department of Education and a bona fide member of his or her high school in good standing. A student who is under penalty of exclusion, expulsion or suspension, whose character or conduct violates the Student Code of Responsibilities and is not in good standing, shall be ineligible for a period of time as determined by the principal.
Student Code of Responsibilities
As a student participating in my school's interscholastic activities, I

understand and accept the following responsibilities:

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

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

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

A. Reference Bylaw 205

Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia, (4) use or consume, have in possession, buy, sell or give away products containing or products used to deliver nicotine, tobacco products and other chemicals. "Tobacco products" means: any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part or accessory of a tobacco product, (5) use or consume, have in possession, buy, sell or give away any substance or product where the intent of such use of the substance or product is to induce intoxication, excitement, or stupefaction of the central nervous system, except under the direction and supervision of a medical doctor. Such substance or products shall include, but are not limited to, synthetic drugs, gasoline, glue, aerosol devices, bath salts, and any substances addressed by Minnesota or Federal law.

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

B. Penalty:

1. First Violation: After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive

interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.

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

C. Penalties for Category II Activities

Definition - Category II Activities: Those League-sponsored activities in which a member school does not have a schedule of interscholastic contests, exclusive of League-sponsored tournaments.

Fine Arts Activities

1. Speech activities including One Act Play when a school schedules no interscholastic contests and participates only in the League-sponsored tournament series.
2. Music Activities.
3. Visual Arts Activities.
Each member school shall develop penalties which it will apply to the participants in these activities. A copy of the member school's policy shall be filed in the principal's office.

13. *SEXUAL/RACIAL/RELIGIOUS HARASSMENT / VIOLENCE AND HAZING

A. Reference Bylaw 209.00:

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

B. Reporting Procedures:

1. Any person who believes he or she has been the victim of sexual, racial, religious harassment, violence or hazing or any person with knowledge or belief of conduct, which may constitute hazing, shall report the alleged acts immediately to an appropriate school district official designated by this policy.
2. The building principal is the person responsible for receiving reports of sexual, racial, religious harassment, violence or hazing at the building level. Any person may report hazing directly to a school district human rights officer or to the superintendent.
3. Teachers, administrators, officials, volunteers, and employees of the school district shall be particularly alert to possible situations, circumstances or events which might include sexual, racial, religious harassment, violence or hazing. Any such person who receives a report of, observes, or had other knowledge or belief of conduct, which may constitute sexual,

racial, religious harassment, violence or hazing, shall inform the building principal immediately.

4. Submission of a good faith complaint or report of sexual, racial, religious harassment, violence or hazing will not affect the complainant or reporter's future employment, grades or work assignments.

C. **Reprisal**

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

D. **Penalties for Category I Activities:**

1. First Violation: the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks, 14 calendar days, of a season in which the student is a participant, whichever is greater. *Recommendations: 1) It is recommended that the school develop a local education program through which the student would receive information about sexual, racial, religious harassment, violence or hazing. 2) It is recommended that, when appropriate, the school refer a student to a community agency or a professional individual outside the school for counseling.*
2. Second Violation: the student shall lose eligibility for the next six (6) consecutive interscholastic contests or three (3) weeks, 21 calendar days, whichever is greater, in which the student is a participant. *Recommendation: It is recommended that before being re-admitted to activities following suspension for the second violation, the student shall show evidence in writing that the student has received counseling from a community agency or professional individual such as a school counselor, medical doctor, psychiatrist, or psychologist.*
3. Third or Subsequent Violations: the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests or four (4) weeks, 28 calendar days, whichever is greater, in which the student is a participant.
4. Penalties are progressive and consecutive.

E. **Penalties for Category II Activities:**

Each member school shall develop penalties that it will apply to

the participants in these activities. A current copy of the member school's policy shall be kept on file in the member school.

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

ATHLETIC RULES

1. ***PHYSICAL EXAMINATION AND PARENTS PERMIT** — Any student who intends to participate in high school interscholastic athletics and cheerleading activities must have on file in the school, a record of a physical examination performed within the previous three (3) years. A health questionnaire shall be completed annually and could indicate the need for a physical examination prior to participation. The signature of the parent or guardian approving participation is required.
2. **LAST DATE TO JOIN A TEAM** — To be eligible for section and state competition, a student must be a member of that school's team not later than the fourth Monday from the official start of that sport season. Gymnasts must be on the school's team not later than the third Monday from the official start of that season. When a sport season begins on a Monday, that day shall be counted as the first Monday.
3. **NON-SCHOOL COMPETITION AND TRAINING FOR TEAM AND INDIVIDUAL SPORTS** —
 - A. **During the High School Season:** During the high school season a student may not participate as a member of a team or as an individual competitor in non-school sponsored games, meets, tournaments or contests, in the same sport. *Participation defined:*

practice, training, tryouts, scrimmaging and competing. Season Defined: The high school season shall run from the first date that practice may begin until the team is eliminated in MSHSL tournament competition. Baseball, Softball and Skiing are exceptions to this rule.

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

- i. **Lessons/Training:** During the MSHSL high school season athletes may take lessons from professionals and other non-school coaches without limit as to where, when or who may provide the training. Athletes may not miss a high school practice, game, or meet to take a lesson or train for a non-school event. Athletes may take lessons and or train with a non-school team/club during the high school season in the same sport.
- ii. **Competition:** Athletes will be able to compete in non-school events/competitions that do not match the events in which

athletes currently compete in high school competition.

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

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

Students may take private lessons during the MSHSL season.

- B. During the School Year, Prior To and Following the High School Sports Season:** A student may participate in contests, meets or tournaments as an individual competitor or as a member of a non-school team provided that these activities are voluntary and not influenced or directed by a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff.
1. A student may not use any type of high school uniform.
 2. A student may not receive coaching or training from a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport. Power skating, tennis, gymnastics, and indoor soccer are included in this limitation.
 3. A student may receive training through private lessons from a person who is not a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.
 4. A student's fee for non-school coaching or training must be provided by the student or the student's parent(s) or guardian(s) unless approved by the Board of Directors.
- C. Summer Vacation Period:**
A student may compete as an individual or as a member of a nonschool team even though competing on a high school team in the same sport. *Summer shall be defined as June 1 through Labor Day. Summer for the sport of soccer shall be defined as June 1 through Sunday immediately preceding the official starting date of the MSHSL high school soccer season. Note: Students may participate in activities during the summer, as defined above, even though their high school sport season in the same sport has begun. For example, students may play in a non-school tennis tournament while a member of the high school team or participate in road races while a member of the cross country team through Labor Day. Soccer is excluded from dual participation as defined above.*
- D. Penalty:**
1. First Violation: After confirmation of the first violation, the student shall lose eligibility in that sport for the next two (2) consecutive interscholastic contests or two (2) weeks of that season, whichever is greater. If there are fewer than two (2) events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two (2) games in the next sport season in which the student participates.
 2. Second Violation: After confirmation of the second violation, the student shall lose eligibility in that sport for the next six (6) consecutive interscholastic contests or three (3) weeks, whichever is greater.
 3. Third Violation: After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next twelve (12) consecutive interscholastic contests or four (4) weeks, whichever is greater.
 4. Penalties are progressive and consecutive.
- E. Special Considerations:**
1. National Teams and Olympic Development Programs
The MSHSL may permit participation by high school students on bona fide national teams or in Olympic development

programs if:

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

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

2. During the school year, students who participate for their school in a sport may participate through training, try-out or competition on a National Team or in a United States Olympic Development Program provided the student receives an individual invitation from the United States Olympic Committee or the United States National Governing Body on the national level for that sport.
 3. Students who have completed their eligibility in a sport are exempt from the non-school competition and training rules in that sport.
- 4. ATHLETIC CAMPS AND CLINICS —**
- A. School Year:** Students may attend athletic camps and clinics which have been approved by their high school principal.
- B. Summer Vacation Period:** Non-school specialized athletic camps and clinics do not require approval.
1. The non-school sponsored camp or clinic fee must be provided by the student or the student's parent(s) or guardian, unless other arrangements are approved by the Board of Directors.
 2. A student may attend a camp or clinic where a member of the school's coaching staff (sophomore, B-Squad, junior varsity or varsity) in that sport owns, administers, directs, organizes, or serves as an instructor or is a staff member during the student's attendance.
- C. Penalty:**
1. First Violation: After confirmation of the first violation, the student shall lose eligibility in that sport for the next two (2) consecutive interscholastic contests or two (2) weeks of that season, whichever is greater. If there are fewer than two (2) events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two (2) games in the next sport season in which the student participates.
 2. Second Violation: After confirmation of the second violation, the student shall lose eligibility in that sport for the next six (6) consecutive interscholastic contests or three (3) weeks, whichever is greater.
 3. Third Violation: After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next twelve (12) consecutive interscholastic contests or four (4) weeks, whichever is greater.
- 5. TRANSFER RULE — Bylaw 111**
- A.** A transfer student is eligible for varsity competition provided the student was in good standing on the date of withdrawal from the last school the student attended and one (1) of the provisions in Section B (below) is met.
- B.** A transfer student is eligible for varsity competition if:
1. 9th Grade Option: The student is enrolling in 9th grade for the first time.
 2. Family Residence Change: the student transfers from one public school district attendance area to another public school district attendance area at any time during the calendar year in which there is a change of residence and occupancy in Minnesota by the student's parents. If the student's parents move from one public school district attendance area to

another public school district attendance area, the student will be eligible at the public school in the new public school attendance area or a non-public school if the student transfers at the same time the student's parents move.

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

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

3. Court Ordered Residence Change for Child Protection: the student's residence is changed pursuant to a child protection order placement in a foster home, or a juvenile court disposition order.
 4. Divorced Parents: a student of legally divorced parents who have joint physical custody of the student may move from one custodial parent to the other custodial parent and be fully eligible at the public school in the new public school district attendance where the residence of the receiving parent is located. The student may utilize this provision only one time during grades 9-12 inclusive.
 5. Move from Out of State: if a student's parents move to Minnesota from a state or country outside of Minnesota and if the student moves at the same time the parent establishes a residence in a Minnesota public school district attendance area, the student shall be eligible at the first school the student attends in Minnesota.
- C. If none of the provisions in Athletic Rule 5.B.2.1-5 (above) are met, the student is ineligible for varsity competition for a period of one (1) calendar year beginning with the first day of attendance in the new school.
1. Students are immediately eligible for competition at the non-varsity level.
 2. A student may not obtain eligibility as a result of a transfer. If at the time of transfer the student was not fully eligible in the previous school, the student shall be ineligible in the new school. A student who was not in good standing at the time of transfer shall be ineligible until the penalty from the previous school has been served.
 3. Each time a student transfers and the conditions of the transfer do not meet any of the provisions of Bylaw 111.1.B.i-v, the student will be ineligible for varsity competition for a period of one (1) calendar year beginning with the first day of attendance at the new school. For example, if a student, while serving a one-year transfer suspension, transfers to another school and none of the provisions of Bylaw 111.1.B.i-v are met, an additional one-year suspension will be applied. The student will begin serving the additional one-year suspension immediately following the completion of the previous one-year suspension.

4. Enrollment Options Program: a student who utilizes Minnesota Statute 124D.03 Enrollment Options Programs, and transfers without a corresponding change of residence by the student's parents shall elect one of the following:
 - a. retain full eligibility for varsity competition for one (1) calendar year at the school where the student was enrolled prior to the transfer after which time the student shall become fully eligible at the school to which the student has open enrolled; or
 - b. be eligible only at the non-varsity level in the school to which the student has open enrolled for one (1) calendar year.
5. A student who transfers from one MSHSL member school to another MSHSL member school is ineligible for varsity competition for fifteen (15) calendar days from the first day the student attends practice in the fall or attends classes in the new school for the first time. Upon transfer, the student will be ineligible at the former school and may practice at the new school but may not compete in any varsity activity at the new school. The student will retain full eligibility at the former school if the student chooses to return to the former school during the fifteen (15) calendar day period. If the student remains at the new school, following the fifteen (15) calendar day period, the student will become eligible at the varsity level only when the student has fully met all of the transfer criteria and has been deemed to be eligible both by the new school and the League office. If any of the transfer criteria has not been met, the student will be ineligible for varsity competition at the new school and must then choose between varsity eligibility at the former school or JV eligibility at the new school.
 - a. The student may elect to decline the 15-day window to become eligible to compete at the varsity level at the Receiving School once the school administration determines the student has met all of the varsity participation eligibility criteria.
 - b. A student may utilize this provision one time per 365 calendar day period.

REV. 3-15-18

CONCUSSION MANAGEMENT RECOMMENDATIONS FOR MSHSL ATHLETES



Acute injury

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

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

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

Return to play protocol

Return-to-play decisions are complex. An athlete may be cleared to return to competition only when the player is free of all signs and symptoms of a concussion at rest and during exercise. Once free of symptoms and signs of concussion, a stepwise symptom free exercise process is required before a player can return to competition.

- Each step requires a minimum of 24 hours.
- The player can proceed to the next level only if he/she continues to be free of any symptoms and or signs at the current level.
- If any symptoms or signs recur, the player should drop back to the previous level.

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

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

The final return to competition decision is based on clinical judgment and the athlete may return only with written permission from a health care provider who is registered, licensed, certified, or otherwise statutorily authorized by the state to provide medical treatment; is trained and experienced in evaluating and managing concussions; and is practicing within the person's medical training and scope of practice.

Neuropsychological testing or balance testing may help with the return to play decision and may be used after the player is symptom free, but the tests are not required for the symptom free player to return to play.

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

Signs Observed By Coaching Staff

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

Symptoms Reported By Athlete

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



2018-2019 MSHSL ELIGIBILITY STATEMENT

All MSHSL eligibility determinations are based on the most current official handbook found at mshsl.org/handbook
Statement to be signed by the participant from a MSHSL member school and by the participant's parent or guardian each school year prior to participation in that year.

Please check all items:

- I have read, understand, and acknowledge receiving the 2018-2019 MSHSL Eligibility Brochure, which contains only a summary of the eligibility rules of the Minnesota State High School League. I understand that a copy of the Official Handbook of the MSHSL is on file with the senior high school athletic director and or principal and that I may review it, in its entirety, if I so choose. The Official Handbook and MSHSL bylaws are also posted on the MSHSL website: www.MSHSL.org under Handbook.
- We, the student and parent, have reviewed Concussion Management Recommendations for MSHSL Athletes contained in the Eligibility Brochure and on the following website:** www.cdc.gov/headsup
- I understand that once I sign the eligibility statement all eligibility rules apply:
 - Twelve (12) months of the year;
 - Whether I am currently participating or not;
 - Continuously from the first signing of the statement through the completion of my high school eligibility.
- Regardless of my age I agree to follow all of the MSHSL Bylaws in order to be eligible to represent my school in League-sponsored activities.
- I further understand that a member school of the MSHSL must adhere to all of the rules and regulations that pertain to the League athletics/activities a school may sponsor and that local rules may be more stringent, and penalties more severe, than MSHSL rules.

STUDENT CODE OF RESPONSIBILITIES

- As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:
 - I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
 - I will be fully responsible for my own actions and the consequences of my actions.
 - I will respect the property of others.
 - I will respect and obey the rules of my school and the laws of my community, state and country.
 - I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

A student whose character or conduct violates the Student Code of Responsibilities or is suspended or expelled is not in good standing and is ineligible for a period of time as determined by the principal. While a student not in good standing, a student may not serve any penalty for MSHSL Bylaw violations.
- Informed Consent:* By its nature, participation in interscholastic athletics includes risk of injury and the transmission of infectious diseases such as HIV, Herpes and Hepatitis B and others. Although serious injuries are not common, and the risk of HIV transmission is almost nonexistent in supervised school athletic programs, it is impossible to eliminate all risk. Participants have the responsibility to help reduce that risk. Participants must obey all safety rules, report all physical and hygiene problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily. **PARENTS, GUARDIANS OR STUDENTS WHO MAY NOT WISH TO ACCEPT THE RISK DESCRIBED IN THIS WARNING SHOULD NOT SIGN THIS FORM. STUDENTS MAY NOT PARTICIPATE IN AN MSHSL-SPONSORED ACTIVITY WITHOUT THE STUDENT'S AND PARENT'S/GUARDIAN'S SIGNATURE.**
- I consent to the athletic trainer or coach treating injuries and authorize them to discuss those injuries with and release any applicable medical information or records relating to those injuries to coaches, school staff and other qualified health care providers as deemed necessary within their scope of practice.
- I further understand that in the case of injury or illness requiring transportation to a health care facility, that a reasonable attempt will be made to contact the parent or guardian in the case of the student-athlete being a minor, but that, if necessary, the student-athlete will be transported via ambulance to the nearest hospital.
- By signing this we acknowledge that we have read the information contained in the 2018-2019 MSHSL Eligibility Brochure and Statement.
- I/we acknowledge the electronic signature confirms I/we have read and reviewed the information contained in the contents of the Eligibility Brochure and Statement. I/we also acknowledge this electronic signature has the same legal effect, validity, and enforceability as a signature in a non-electronic form.

The student/parent authorizes the release of documents and other pertinent information by the school in order to determine student eligibility. In addition, the student/parent understands and agrees that public information shall include names and pictures of students participating in or attending extra-curricular activities, school events, and High School League activities or events.

I am a home school student? YES NO I am an online student? YES NO

Student's Printed Name *Birth Date* *Grade in School*

Student's Signature *Date*

Parent's or Guardian's Signature *Date*

