

**DIMMICK COMMUNITY  
CONSOLIDATED SCHOOL  
DISTRICT #175  
EXTRACURRICULAR  
HANDBOOK**



**PHILOSOPHY**

*“TO BUILD CHARACTER IN ATHLETES BY PROMOTING  
INTEGRITY, DEDICATION, RESPECT, AND TEAMWORK”*

## EXTRACURRICULAR POLICIES

**EXTRACURRICULAR PHILOSOPHY:** Participating in extracurricular activities is a privilege. District extracurricular programs will strive to build character in athletes by promoting integrity, dedication, respect, & teamwork. Coaches will strive to teach the student athletes the necessary skills to compete at the Jr. High level and develop a desire to engage in physical activity for a lifetime.

### **CODE OF CONDUCT:**

- **OUR FANS REPRESENT DIMMICK SCHOOL WHEN ATTENDING EVENTS.** Be sure to do so in a positive way. All adults are always expected to serve as role models to our students and display positive sportsmanship. Our actions and words speak volumes, make sure we are teaching the right lessons!
- All spectators are expected to refrain from arguing with officials, coaches, or opposing fans.
- Parents might be their child's first coach, but they will not be their only ones. Let the coaches coach. Refrain from instructing your child during competition or in a way that contradicts the coach's instructions. Shouting instructions from the sideline is disrespectful to your child and their coach.
- Be a positive voice in the stands. Stay positive and be an encouraging voice in the stands. Do your part to make the event and season enjoyable and positive for all.
- Remain a positive voice for the children. Students will learn from victory and even more from defeat.
- If a parent or fan is removed from an event either by a referee or school official, they will be required to serve a minimum of a one game suspension for the event immediately following that which the removal occurred.
- Extreme and or repeated issues may result in individuals being banned for the season or year.

**MANDATORY PARENT MEETING:** A mandatory parent meeting will be scheduled for the parents of any student planning to participate in an extracurricular activity during the school year. A student will not be permitted to participate in any scheduled game or competition unless a parent has attended the mandatory meeting and completed an expectation acknowledgement form.

**CHAIN OF COMMUNICATION:** When questions or concerns arise be sure to contact the appropriate person so the issue can be resolved in a timely and appropriate manner. When questions or concerns arise, the first step for all is to refer to the **EXTRACURRICULAR HANDBOOK POLICIES/EXPECTATIONS.**

<b>STUDENT CONCERNS:</b> When a student athlete/participant has a concern, it is their responsibility to take the initiative to appropriately address the issue with their coach/sponsor:	<b>PARENT CONCERNS:</b> If a parent has a concern unrelated to playing time or positions, they must:
<ol style="list-style-type: none"><li>1. STEP #1 Student discusses the issue with their coach in a respectful manner.</li><li>2. STEP #2 If unresolved, the student should discuss the issue with the Athletic Director.</li><li>3. STEP #3 If necessary and appropriate, a meeting may be set up with the student, coach, and Athletic Director.</li><li>4. STEP #4 If all the steps above have been followed and the issue is still unresolved, either the Principal or Superintendent may intervene.</li></ol>	<ol style="list-style-type: none"><li>1. STEP #1 After waiting a minimum of 24 hours after a practice and or event, calmly contact the coach and ask to schedule a time to discuss their concern.<ol style="list-style-type: none"><li>A. Think about what you expect to accomplish as a result of the meeting.</li><li>B. Stick to discussing facts of the situation.</li><li>C. Do not confront a coach before, during or after an event or practice.</li></ol></li><li>2. STEP #2 If after meeting with the coach or sponsor, the parent believes the issue has not been resolved satisfactorily, then they should contact the Athletic Director.</li><li>3. STEP #3 If necessary and appropriate, a meeting may be set up with the parent, coach, and Athletic Director.</li><li>4. STEP #4 If all the steps above have been followed and the issue is still unresolved, either the Principal or Superintendent may intervene.</li></ol>

### **ACADEMIC & BEHAVIORAL ELIGIBILITY REQUIREMENTS FOR EXTRACURRICULAR PARTICIPATION:**

Athletes/participants are held to a higher standard. Students participating in extracurriculars are expected to follow all school rules at any school related activity.

- Extracurricular activities are a privilege. Students must maintain a minimum of a 70% or higher in all subjects and complete assigned work on time to be eligible to participate in any extracurricular activity.
- Eligibility will be determined on Thursday each week. Students who do not maintain eligibility will not be able to participate in or attend games Sunday through and including Saturday of the next week in which school is in session. If a student is ineligible, they may attend practices.
- Teachers will notify parents and the Athletic Director by noon on Friday or the last day of the week if a student is ineligible.
- Students who receive a detention for behavior violations will be ineligible to participate in the next date following the detention in which a game/event is held. They may sit on the bench with teammates. Detentions will be served on Wednesday from 2:30PM-3:30PM.
- Students who receive an in-school suspension for behavior violations will be ineligible to participate for the next 3 dates following the in-school suspension in which a game/event is held.
- Students receiving an out-of-school suspension or expulsion will be removed from the team for the remainder of the season.
- The Athletic Director will notify the student athlete and coach if a student is ineligible.
- Students will be removed from the team if they are ineligible for any 3 weeks during the season.
- When starting a new trimester eligibility will not be determined until the 3<sup>rd</sup> week.

Coaches are required to submit additional rules to the office for approval. Rules must be read by parents and athletes and an acknowledgement form must be signed and returned to the coach/sponsor.

Acts of disobedience or misconduct on approved transportation vehicles, at events, and both on and off school grounds may be reason for disciplinary action. Consequences for violating rules, depending on the severity, may result in loss of playing time, suspensions and/or removed from the team.

**PLAYING & PARTICIPATION:** Parents and students must realize that athletes who have a positive attitude, regularly attend practices, put forth effort, and demonstrate the necessary skills and commitment to the team will receive playing time during the regular season. The amount of playing time and positions they play is at the coach's discretion. During tournaments playing time is not guaranteed and coaches will make decisions based on what they believe will offer the best opportunity for the team's success and advancement.

- If questions arise regarding playing time or positions it is the student athlete's responsibility to request a time to meet with the coach to discuss questions and concerns in a respectful manner. If unsatisfied with the coach's decision, the next step is for the student to speak with the athletic director.
- If a parent has a concern beside playing time and or position, they must schedule an appointment with the coach. Parents are not permitted to approach the coach/sponsor about such concerns at a practice or event.
- If a parent violates either expectation above, the student athlete/participant may be required to sit out the next game or contest.

### **EXTRACURRICULAR ACTIVITIES OFFERED:**

- Girls' & Boys' basketball 6<sup>th</sup>-8<sup>th</sup> grade (5<sup>th</sup> to be determined annually)
- Cheerleading 7<sup>th</sup>-8<sup>th</sup> (6<sup>th</sup> to be determined annually)
- Girls' volleyball 6<sup>th</sup>-8<sup>th</sup> (5<sup>th</sup> to be determined annually)
- Boys' and Girls' track and field 5<sup>th</sup>-8<sup>th</sup> grade
- Scholastic Bowl 7<sup>th</sup>-8<sup>th</sup> (6<sup>th</sup> to be determined annually)
- Band 4<sup>th</sup>-8<sup>th</sup>
- School Play 5<sup>th</sup>-8<sup>th</sup> (Other grades to be determined annually) (participation may be mandatory if considered a part of the school requirements or elective and determined by casting needs)
- Girls' softball 7<sup>th</sup>-8<sup>th</sup> (Cooperative with Holy Cross & Waltham)
- Boys' baseball 7<sup>th</sup>-8<sup>th</sup> (Cooperative with Holy Cross & Waltham)

### **SCHEDULING GAMES/COMPETITIONS**

- It will be the Athletic Director's responsibility to schedule all games /competitions
- Each year the athletic director will strive to schedule approximately 15 regular season games/competitions for the "A" & "B" levels and 10 for the "C" levels for girls' and boys' and basketball and volleyball and 12 track meets.
- In addition, the District will participate in the Prairie Conference and IESA Tournament

### **ESTABLISHING TEAM LEVELS (A, B, C):**

- If 10 or more 8<sup>th</sup> grade students go out for basketball or volleyball, no students from lower grades will be moved up.
- If 10 or more 7<sup>th</sup> grade students go out for basketball or volleyball, no students from lower grades will be moved up.
- If none of the students are moved up, then 6<sup>th</sup> and 5<sup>th</sup> graders will make up the "C" team.
- If the "A" and or "B" teams lack the minimum of 10 athletes, it will be up to the coaches to decide whether they want to move students up to fill a 10-athlete roster.

**SCHOOL SPONSORED & NON-SCHOOL SPONSORED EVENTS:** An athlete may participate in a non-school sport during a season provided that the school sport is priority when scheduling conflicts occur.

**GENERAL REQUIREMENTS:** The following items must be turned in to the coach BEFORE the student will be allowed to participate in any extra-curricular activity, including practice:

- Read and sign an EXTRACURRICULAR EXPECTATIONS ACKNOWLEDGEMENT FORM
- Read and sign a STUDENT CONCUSSION SPORTS AGREEMENT
- Submit an annual sports physical (athletics only). Students participating in the athletics are required to have a physical examination, paid for by the parents, before participating. If a student has not received a physical examination by the day of the first practice, he/she will not be allowed to practice or play in any games until examined.

**SCHOOL ATTENDANCE:** Unless authorized by the Superintendent or principal in advance, a student may not participate in an extracurricular event unless they were in attendance the entire school day. Exceptions will be made for medical, dental, vision appointments if the student returns with a note from the medical professional's office.

**AGE REQUIREMENTS:** Dimmick School is an IESA member in all extracurriculars offered and therefore must abide by all IESA by-laws. The age requirements are as follows:

- For all 7<sup>TH</sup>-grade athletic activities sponsored by a member school, a student shall be eligible through age fourteen (14). If a student in a 7<sup>TH</sup> grade athletic activity becomes fifteen (15) from the beginning date of practice in an activity as determined by the IESA standardized calendar through the final event in the 7<sup>TH</sup> grade state tournament series in girls basketball, boys basketball, or girls volleyball, he/she is not eligible to participate in that activity. For boys and girls track, the final date of eligibility shall be governed by the member school's size classification for all activities sponsored by a member school, other than activities designated as 7<sup>TH</sup> grade activities as noted above, a student shall be eligible through age fifteen (15).
- If a student in an activity becomes sixteen (16) from the beginning date of practice in an activity as determined by the IESA standardized calendar through the final event in the state tournament series in that activity, he/she is not eligible to participate in that activity. For boys and girls track, the final date of eligibility shall be governed by the member school's size classification.

**ATTENDANCE/SPORTSMANSHIP at EXTRACURRICULAR EVENTS:** We want to encourage fans to attend extracurricular events to support our student participants, coaches, and our school. **Students in grades K-4 a must be supervised and sit with a parent/guardian at all times.** Students are to remain seated in the bleachers while games are in progress. Keeping facilities looking great is everyone's responsibility. All garbage at events both home and away should be picked up and put in the trash. Students/children will not be permitted to play in the cafeteria during games.

**GYM FLOOR RULES:** Only athletes and coaches are permitted on the gym floor before, during, in between and after games. Proper shoes must always be worn. No exceptions! All equipment will be put away immediately following events.

**LOCKER ROOMS:** Locker rooms will be provided for student athletes participating in athletic events. Students are always to be supervised. In the case where the coach is of opposite sex of the athletes, the coach must designate an individual of the same sex to properly supervise. Failure to do so will result in the loss of use of the locker rooms. Only authorized persons (team members, coaches, managers, or others specifically authorized by representatives from the host and visiting school) will be admitted to the locker rooms.

The host school will not be responsible for valuables left in the locker room(s) by the visiting school. Such valuables must be properly provided by and secured safely by the visiting school authorities or, if requested by the home school authorities.

The visiting coach is responsible for checking out the condition of the locker room(s) used before leaving for home. Any problems observed will be reported immediately to the home school authorities.

**STUDENT/PARENT EXPECTATIONS:**

- Parents are responsible to notify the coach in writing of any existing medical problems/concerns prior to the first practice or as soon as they occur if they develop during a season.
- Athletes/participants are required to follow all District rules as well as specific coach's/sponsor's rules.
- Athletes/participants are expected to attend all practices and games. "C" teams will only be required to attend away games if the opposing team has a "C" team.
- Athletes/participants are required to sit with their teammates at all events.
- Athletes should arrive at events no earlier than 30 minutes prior to the determined start time of the event unless the coach indicates otherwise and will be present to supervise.

- Coaches may set dress codes for the athletes on game days.
- Athletes should always be supervised by coaches/sponsors.

#### **ATHLETIC UNIFORMS:**

- No “team” shoes will be purchased or required for participation.
- Athletes will receive school distributed uniforms for all sports. Coaches will be responsible for distributing and collecting ALL uniforms and equipment. Records must be kept to account for all uniforms and equipment.
- Appropriate clothing for practices must always be worn.
- Warm-up t-shirts may be purchased when applicable for extracurricular programs through the District Booster Organization. Purchasing of shirts must be approved by the Booster Organization and Superintendent, Principal or Athletic Director prior to placing any order.

**PRACTICES:** Coaches will distribute game and practice schedules to all athletes at the first meeting and then at the start of each month the season is taking place. Practices schedules are subject to change and only changes will be sent to parents and athletes/participants. Coaches are expected to prompt and arrive prior to the students. Parents are expected to be prompt in picking up children after practices. If school is cancelled for any reason, there will be no practice.

**CONCESSION STAND, SCORE BOARD & SCORE BOOKS:** If your child is participating in an extracurricular activity, parents are expected to support the program by working the concession stand, running the scoreboard for home games and the score books for both home and away games if needed. The Athletic Director will coordinate the sign up. Once complete, the schedule will be distributed before the first competition or event. We need everyone to work their assigned times. If you are not able to work on the evening you signed up for, you will need to find a replacement.

**ATHLETIC INSURANCE:** All students who participate in athletic activities and practices are required to carry school accident insurance or must be adequately covered by family health insurance. The school will not be responsible for any expenses incurred because of injuries a child may sustain while participating in either practice sessions or contests. Before a student can participate in either practices or contests the parents must either purchase school insurance coverage or sign an insurance waiver.

**GOVERNING BODIES:** Dimmick School is a Prairie Conference member as well as IESA member school. We must comply with the Prairie Conference Constitution as well as all the IESA by-laws.

- **IESA by-laws:** <https://iesa.org/documents/handbook/IESA-ByLaws-Athletic.PDF>
- **IESA Calendar:** <https://iesa.org/activities/calendar.asp>
- **Prairie Conference Constitution:** Available on the District website [www.dimmick175.com](http://www.dimmick175.com)

**TRANSPORTATION TO AND FROM EXTRACURRICULAR ACTIVITIES:** Transportation to and from extracurricular events will be provided by parents/guardians unless the event is scheduled to start prior to 4:30PM. When events are scheduled to begin at or before 4:30PM the school will provide transportation.

## RESPONSIBILITIES OF PARENTS, COACHES, ADMINISTRATION:

PARENTS	STUDENTS	COACHES	ATHLETIC DIRECTOR
<ul style="list-style-type: none"> <li>-Serve as a positive role model at all contests</li> <li>-Sign up to run the concession stand, scoreboard, or keep the scorebook at home games.</li> <li>-Remain calm and composed during the games.</li> <li>-Unless otherwise arranged, provide transportation to and from all practices and games and be punctual.</li> <li>-Attend mandatory parent meeting and turn in all required forms.</li> <li>-Supervise your children in grades K-4 when attending events.</li> <li>-Communicate excused absences to coaches.</li> <li>-Reinforce to your child how to be a good sport.</li> <li>-Support the coach, the team, and Dimmick School in a positive way.</li> <li>-Have realistic expectations for your child's performance.</li> <li>-Allow your child to experience success and failure and support them in both.</li> <li>-Encourage your children to be responsible, be a role model and always do your personal best.</li> <li>-Always follow the chain of communication.</li> </ul>	<ul style="list-style-type: none"> <li>-Give their best effort in the classroom and keep their grades up.</li> <li>-Give their best effort in their sport/activity and attend all practices and games.</li> <li>-Listen and be coachable!</li> <li>-Respect coaches, officials, teammates, and parents.</li> <li>-Respectfully communicate with coaches/sponsors about concerns, positions, and playing time.</li> <li>-Keep track of and turn in any school issued uniforms and equipment.</li> <li>-Learn from both your successes and failures.</li> <li>-Accept responsibility for your effort, actions, and words.</li> <li>-Abide by all rules outlined in the Dimmick handbook, Prairie Conference Constitution and IESA by-laws.</li> <li>-Be respectful, be responsible, be a role model and always do your personal best.</li> <li>-Always follow the chain of communication.</li> </ul>	<ul style="list-style-type: none"> <li>-Create and distribute an all-inclusive practice and game schedule prior to the start of the season.</li> <li>-Communicate with administration, parents, and athletes any proposed changes to the schedule.</li> <li>-Teach student athletes/participants appropriate skills, strategies, and techniques.</li> <li>-Provide feedback to athletes/participants on how to improve.</li> <li>-Complete any IESA required courses.</li> <li>-Distribute uniforms, maintain accurate records of uniforms distributed and collect all uniforms at the end of each season.</li> <li>-Provide opportunities for all athletes to play in regular season games.</li> <li>-Clearly communicate with athletes about expectations, playing time and positions.</li> <li>-Emphasize and model what it means to be responsible, respectful in all you do including interactions with players, other coaches, officials, and fans.</li> <li>-Teach athletes/participants the values of integrity, dedication, respect, &amp; teamwork</li> </ul>	<ul style="list-style-type: none"> <li>-Clearly communicate District, Conference and IESA rules and expectations to parents and coaches.</li> <li>-Conduct the annual mandatory parent meeting.</li> <li>-Approves all warmup music prior to the first home events.</li> <li>-Ensures all necessary equipment is in proper working order/condition.</li> <li>-Coordinates with the administration and Booster Club for the purchase of equipment and supplies.</li> <li>-Create master game/event schedule for all IESA events.</li> <li>-Communicate any cancellations or changes to games/contests to parents, coaches, and players.</li> <li>-Meet with coaches prior to the start of the school year to communicate expectations.</li> <li>-Approve coach's rules and expectations.</li> <li>-Oversee eligibility and contact the student, parent &amp; coaches when a student is ineligible.</li> <li>-Shares in the responsibility of supervising home games and attending conference and IESA tournaments.</li> <li>-Arrange for transportation when away events are scheduled to start at or before 4:30PM.</li> <li>-Schedule people to run the game clock, handle admissions, and manage the score book for all home games.</li> <li>-Intervene when issues cannot be solved by player and coach communication.</li> <li>-Issue/enforce athlete/participant, parent and or coach suspensions from events.</li> <li>-Abides by and ensures all coaches and sponsors abide by all IESA, Prairie Conference By-Laws, and District policies.</li> <li>-Completes all registration and ensured fees are paid for all tournaments and memberships.</li> <li>-Positively promotes District extracurricular activities.</li> </ul>