

## **Washougal School District Athletic/Activities Handbook**

### **Non-Discrimination Policy**

The Washougal School District is an Equal Opportunity district in education programs, activities, services, and employment. Washougal School District does not discriminate on the basis of race, creed, color, sex, national origin, age, marital status, sexual orientation, including gender identity, or the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a disabled person. We comply with Section 504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veterans Readjustment Act of 1974, the Americans with Disabilities Act of 1990, the Civil Rights Act of 1964, the Age Discrimination in Employment Act, Older Worker Protection Act, and all other state, federal, and local equal opportunity laws.

Title IX/RCW 28A.640 compliance officer: Doug Bright  
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Telephone: 360-954-3041

Section 504/ADA coordinator: Allan Fleck  
Address: 4855 Evergreen Way, Washougal, WA 98671  
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### **Rationale:**

Participation in an extracurricular activity is a privilege. Participants and their parents should recognize that being involved in athletics means spending additional time, money, effort, and making sacrifices. Participants and their parents must understand they represent themselves, their family, their team, their school, and their community.

### **Eligibility for Athletes:**

1. Washougal High School, Canyon Creek Middle School and Jemtegaard Middle School are members of the Washington Interscholastic Activities Association (WIAA) and are obliged to abide by all rules of this organization and Washougal School District Policy. Any questions regarding these rules or policies should be referred to the principal's office.
2. A student/athlete must have earned a 2.00 GPA during the previous grading period. Additionally, he or she cannot have failed more than one class during the previous grading period. If a student/athlete is not meeting academic eligibility requirements, he or she will be ineligible until his or her GPA has improved to a 2.00 and he or she is failing not more than one class. Student athletes' grades will be checked every four and a half weeks during the academic period concurrent with each season. During the period of academic ineligibility, the student/athlete must practice, but may not participate in an athletic event, contest or activity. Individual programs may adopt stricter academic guidelines provided notice is given to students and parents of those guidelines prior to the start of the season. A student transferring into the district will be granted a four and a half week grace period regarding academic eligibility, provided he/she meets the WIAA requirements for eligibility.

3. An athlete shall attend school for at least one half of the school day on the day of an athletic contest or practice. If an athlete receives an unexcused absence for any portion of the day, the athlete shall be ineligible to participate in athletic contests on that day. If excused, the athlete may participate if he/she was in attendance for one half day or more. Any exceptions must be approved by an administrator.
4. An athlete is expected to be in attendance at all team practices unless excused for illness or by prior approval from the coach in order to be eligible for the next contest. Individual programs may adopt stricter attendance guidelines provided notice is given to students and parents of those guidelines prior to the start of the season.
5. In the event of disciplinary action, a participant is eligible to compete on a Saturday or over a vacation if the student's suspension is completed on Friday of the last school day prior to the Saturday or vacation.
6. A participant, prior to the first turnout must:
  - a. Have a current physical exam report on file in the school office.
  - b. Have proof of adequate insurance.
  - c. Purchase an ASB card.
  - d. Have an Athletic Code Form signed by the parent/guardian and student/athlete.
  - e. Have a medical release on file in the office.
  - f. Have other sport specific forms (football, wrestling) on file in office if participating in those sports.
  - g. Have paid Participation Fee
7. The student/athlete code will be reviewed by the coach with the team on or before the first practice session. Coaches are required to maintain a signed (signature) record of each participant attending a policy review session.

### **General Rules**

The participant will:

1. Follow the directions of the coach while with the team.
2. Not knowingly commit any act which could prove embarrassing (i.e. derogatory comments or obscene gestures, etc.) to the team or school.
3. Have prompt and regular attendance at school and practice. A student athlete shall notify the coach in advance of the tardiness or absence if possible.
4. Be aware that Sunday/holiday practices are optional. Students will not be penalized for nonattendance.
5. Be aware that school equipment checked out by the student/athlete is the student's responsibility. The student is expected to keep it clean and in good condition. Loss or

damage of issued equipment will be the student's/parents' financial obligation. A fine will be levied on equipment returned later than one week after the end of the season.

6. Be aware that travel to and from the event must be with the team and on transportation provided for the team. Exceptions must be prearranged with the principal or designee.

- a. Be aware about the release of students on away trips:  
On each activity trip out of Washougal, only the parent or adult (age 21) designated by the parent, shall be allowed to pick up the student after the conclusion of his/her individual or team competition. During a multi-day meet or event, the student shall be released to the parent, or adult (age 21) designated by the parent, during the competition for a period of time determined by the coach/advisor. In all situations, the request must be presented to the coach/advisor by the parent/guardian in writing. If the parent/guardian is not present to present the request to the coach/advisor then the request must be prearranged.
- b. The coach will determine acceptable attire.

### **Dispensing Medicine**

Coaches may not dispense nor recommend that athletes take any medication without the express written permission of a physician and parent except as a reasonable and prudent part of an emergency first aid treatment.

### **Personal Conduct**

Personal conduct of the participant during the activity season is expected to be exemplary. Due cause for disciplinary action and/or suspension from the team shall include the following categories:

Category 1: Disruptive or inappropriate conduct, fighting, willfull disobedience, harassment (mental, physical, sexual), irregular attendance, vulgarity or profanity in relationship to school activities, practice, competition, and travel.

Category 2: The use or possession of any tobacco product(s), and attending parties where alcohol or drugs are being used by minors.

Category 3: Any of the following:

- The carrying of, the distribution of, the possession of, or being under the influence of alcohol;
- vandalism, stealing, extortion, assault;
- being charged with a misdemeanor or felony

Category 4: The use of any of the following:

- legend (prescription) drugs without proper physician authorization;
- anabolic steroids;
- controlled substances

## Discipline For Student Athletes

The following athletic discipline will be imposed on a student athlete following a personal misconduct violation. If the discipline cannot be fulfilled during the season because the disciplinary action is greater than the number of competitions remaining, including post-season competitions, the student athlete will be removed from the proportionate percentage of competitions in the next season for which the student participates.

### Example:

50% of the total competitions means:

1. For cases in which the discipline will be completed within the current season and the student will return to competition, the student continues to practice but is prohibited from participating in games or wearing the team uniform during the suspension period.
2. For cases in which the 50% penalty will carry over into a subsequent season, the athlete will serve the proportionate percentage during the next season of participation and will not participate in competitions until the discipline has been completely served.

Example of proportionate percentage: Student A has been suspended from 50% of her competitions. If she is participating in a 20-game season, she will miss 10 games. Because there are only 5 games remaining, student A will serve the remaining 25% of the games during the next season of participation. If the next season of participation has 12 total competitions, student A will miss the first 3 competitions of the next season. Student A will be expected to practice while her discipline is being served.

	Number of competitions			
	10	12	16	20
10%	1	2	2	2
25%	3	3	4	5
50%	5	6	8	10

### Category 1

Category 1: Disruptive or inappropriate conduct, willful disobedience, harassment (mental, physical, sexual), fighting, irregular attendance, vulgarity or profanity in relationship to school activities, practice, competition, and travel.

#### First Offense:

The student will be excluded from contest/performance participation for no less than 10% of the total events/activities of the program commencing from the day that the violation has been confirmed by the coach/supervisor who reported the infraction to the building administrator or designee in writing. If the discipline is not completed, the remainder will be served at the beginning of the next season of participation which may be in the next school year. The offender will not sit on the bench in uniform during the contests for which he/she is being penalized. The participant will be required to attend all practices during his/her suspension.

### Second Offense:

The student will be excluded from contest/performance participation for no less than 25% of the total events/activities of the program commencing from the day that the violation has been confirmed with the building principal or designee. If the discipline is not completed, the remainder will be served at the beginning of the next season of participation which may be in the next school year. The offender will not sit on the bench during contests for which he/she is being penalized. The participant will be required to attend all practices during the suspension.

### Third Offense:

The student will be excluded from contest/performance participation for no less than 50% of the total events/activities of the program commencing from the day that the violation has been confirmed with the building principal or designee. If the discipline is not completed, the remainder will be served at the beginning of the next season of participation which may be in the next school year. The offender will not sit on the bench during contests for which he/she is being penalized. The participant will be required to attend all practices during the suspension.

## **Category 2**

Category 2: The use or possession of any tobacco product at any time and/or attending parties where alcohol or drugs are being consumed by a minor.

- It is the expectation of students as leaders and role models that they not attend parties where alcohol or drugs are being used by minors. Students need to have the courage and self discipline to leave, and if they choose not to they will be held in violation as a Category 2 Offense.

Self report Rule: If a student is unable to leave, the expectation is that the student-athlete contact the coach or athletic director the next available school day or leave a message with the athletic coordinator at 954-3104.

### First Offense:

The student will be excluded from contest/performance participation for no less than 25% of the total events/ activities of the program commencing from the day that the violation has been confirmed with the building principal or designee. If the discipline is not completed, the remainder will be served at the beginning of the next season of participation which may be in the next school year. The offender will not sit on the bench in uniform during contests for which he/she is being penalized. The participant will be required to attend all practices during his/her suspension.

### Second Offense:

The student will be excluded from contest/performance participation for no less than 50% of the total events/ activities of the program or the remainder of the sports season, whichever is

longer, commencing from the day that the violation has been confirmed with the building principal or designee. If the discipline is not completed, the remainder will be served at the beginning of the next season of participation which may be in the next school year.

Third Offense:

Punishment shall be suspension from all extracurricular competition for one (1) full calendar year commencing from the day that the violation has been confirmed with the building principal or designee.

### **Category 3**

Category 3: Any of the following:

- the carrying of, the distribution of, the possession of, or being under the influence of alcohol;
- committing vandalism, stealing, extortion and/or assault;
- being charged with a misdemeanor or felony.

First Offense:

The student will be excluded from contest/performance participation for no less than 50% of the total events/activities of that program commencing from the day that the violation has been confirmed with the building principal or designee.. If the discipline is not completed, the remainder will be served at the beginning of the next season of participation which may be in the next school year. The offender will not sit on the bench during contests for which he/she is being penalized. The offender will be required to attend all practice sessions during his/her suspension.

Second Offense:

Punishment shall be immediate termination of all athletic participation by the student for one (1) full calendar year commencing from the day that the violation has been confirmed with the building principal or designee.

### **Category 4**

#### **Legend Drugs and Controlled Substances:**

The carrying of, the distribution of, the possession of, being under the influence of legend drugs/anabolic steroids and controlled substances is penalized through Washington State Law RCW 69.41.050 and RCW 69.50. On the first violation, the athlete is ineligible for the remainder of the season. On the second violation, the athlete is ineligible for one calendar year. On the third violation, the athlete is permanently prohibited from participation.

#### **Due Process:**

When a personal conduct violation occurs, the parent/guardian will be notified immediately as to the specific charge, recommended sanction, and the right to an appeal hearing. If the

recommended discipline is removal, this shall begin immediately and shall continue until the discipline has been completed or the discipline is overturned in the appeal process.

The student or parent/guardian may appeal the disciplinary decision. Upon confirmation that a participant has violated the athletic policy, the parents will be informed of the findings by phone or mail. Any participant suspended for a code violation may request a meeting with the high school principal to discuss the issue. If unsatisfied with the outcome of that meeting the student may request a hearing to appeal.

The Appeals Committee is comprised of two uninvolved coaches, two faculty members, one assistant principal and the athletic director.

Procedure: the student committing the violation and his/her parent/guardian must attend the hearing held by the appeal committee. The appeal will take place within two school days of parent notification.

The student may appeal the decision of the appeal committee to the District Discipline Appeals Officer or Designee.

Specific Clarifications:

1. Dropping out of a sport voluntarily or being suspended in excess of 21 days or remainder of a season for an infraction of a rule will result in the forfeiture of the student's letter award and participation in that sports' awards banquet.
2. The Athletic Code will be in effect at the beginning of the season as defined by WIAA, or the individual's first available practice date, and through the individual's last contest. If the last contest is an away event, the code is in effect until the team has returned to Washougal or the student is excused to his/her parents or guardians.
3. Athletes who turn out for more than one sport will only need to sign the code once per year.
4. An athlete who quits a sport after the first event/game will not be able to turn out for another sport in that season unless mutually agreed upon by the coaches involved, or by administrative decision.
5. Progressive discipline offense steps will start at the beginning of each WIAA athletic year and end at the conclusion of the WIAA scheduled year. The only exception is a Category 4 Offense.

### **Athletic Letter**

The following are procedures or requirements to follow when issuing an athletic letter:

- The student athlete has a valid ASB card.
- The student athlete must be a varsity player.
- The student athlete must have participated in at least half of the quarters, innings, or halves, etc.

- The head coach has the discretion to letter seniors, members of a playoff team, or other significant team contributions by the athlete. Consideration will be given to differences between cut and no-cut sports.
- Each individual sport shall list additional specific written requirements (such as specified number of points in varsity meets.)