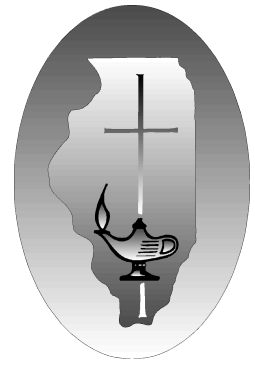


# Illinois Lutheran



High School  
Co-Curricular Handbook  
2018-2019



# *CHARGERS*

## **STATEMENT OF PHILOSOPHY**

Illinois Lutheran High School exists to provide a Christ-centered education for its students. This Christian focus does not stop in the classroom but also extends in the area of co-curricular activities. Students at ILHS represent their school and their Savior while they are participating in co-curriculars at ILHS.

**Illinois Lutheran High School recognizes co-curricular activities as an integral part of our students' education. Participation in these activities provides opportunities for personal growth, skill development, socialization, creativity and competitive experiences.**

**It is the belief of Illinois Lutheran High School that involvement in co-curricular activities is a privilege, which comes with certain expectations and responsibilities. It is in the interest of the school and church foundation that standards be maintained concerning academic performance and personal behavior.**

## **THE GOALS OF CO-CURRICULAR ACTIVITIES**

Every student will have the opportunity to:

1. Receive instruction from Christian coaches committed to the students well-being
2. Strive for mastery in the use of God-given talents
3. Learn to cooperate with others and work with a team or group
4. Use activities for learning self-discipline, loyalty, team play, cooperation, respect for the rights of others, commitment, and the will to be successful
5. Develop school spirit

## **PURPOSE OF HANDBOOK**

The purpose of this handbook is to acquaint the students in the activities program in grades 9-12 with the policies and regulations of ILHS and the IHSA as related to co-curricular activities at ILHS.

## **NON-DISCRIMINATION**

No person shall, on the basis of handicap, race, national origin, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity at ILHS.

## **CO-CURRICULAR ACTIVITIES**

**Co-curricular activities at ILHS shall be defined to be: golf, volleyball, soccer,**

**student council, drama, basketball, cheerleading, Micahtam, yearbook, scholastics bowl, baseball, softball, track, and any other co-curricular program or activity added during the year.** The rules/guidelines included in this handbook shall pertain to these activities.

### **PRESEASON MEETINGS**

Prior to any activity beginning at ILHS, the coach/director will hold an informational meeting. It is mandatory that all students and parents attend. In the event it is necessary to miss this meeting, the accompanying sport/activity specific handbook must be read, understood, and signed before participation will be allowed. It is essential that all participants understand the rules and policies of any such activity.

### **CO-CURRICULAR ACADEMIC ELIGIBILITY**

All students are eligible to participate in any co-curricular activities and privileges of ILHS. A student forfeits these privileges by not maintaining good academic standing. In order to remain eligible, a student must maintain a 1.67 (C-) grade point average and have no failing grades.

Eligibility will be reviewed on a week-to-week basis. Students not meeting the eligibility requirements will be ruled ineligible to participate in co-curricular activities from Monday to Monday. An eligibility report will be submitted to faculty members every Monday morning ***beginning with the first Monday after the eight day schedule has cycled through in a marking period.*** The Activities Director or Designee (Coach/Director/Coordinator) has the responsibility of notifying the ineligible students.

Ineligible high school students are expected to continue to practice, but are not allowed to participate in games, activities or performances. Any student that is required to attend Academic Recovery must follow through on those responsibilities in order to participate in practice. (See Academic Recovery Below) When students are eligible and reinstated to co-curricular activities, the coach/director/coordinator determines the level of participation. ***A student that is ineligible at the end of a marking period will be ineligible for the first week of the next marking period.***

#### ***Academic Recovery(From the Student Handbook)***

Students at ILHS are expected to have passing grades in classes. In order to help students maintain passing status, the following procedure will be used.

- First, teachers will contact parents of any student who has an F in class. This notification will be made before Tuesday.

- Second, students maintaining a failing grade in a class for two consecutive weeks will be required to stay after school Tuesday through Thursday until the grade is raised to the passing level. Students will be notified in writing on Monday.

Students may be transferred to Academic Intervention if the situation warrants the extra help available in AI. Students who are chronic offenders will be placed on a contract after a meeting with academic dean, student and parents. Students placed on a contract may find their continued enrollment at ILHS in jeopardy.

Additionally, as a member of the IHSA, Illinois Lutheran High School students will comply with that organization's eligibility requirements.

**You will see these as part of the registration process.**

## **ATTENDANCE**

Participation in a co-curricular activity will be forfeited on any day a student is absent from school. An absence shall be defined as missing one full class period or more.

Exceptions to this rule would include:

1. School sponsored activity
2. Cases of family emergency (approved by Administration)
3. Written medical release from a physician
4. Doctors/Dentist appointment
5. Others at the discretion of the Activities Director

A student may be subject to penalties, due to absence, at the coach's discretion.

## **SUSPENSIONS IN SCHOOL**

Any students serving an in-school suspension may not participate in co-curricular activities on the day(s) they are serving their suspension. However, students serving an in-school suspension on Friday would be allowed to participate on the following Saturday or Sunday provided that they have completed their suspension.

## **SUSPENSIONS OUT OF SCHOOL**

A student who is serving an out of school suspension may not participate in any practices or contests on days or portions of days of scheduled contests, functions, and practices when the suspension is in effect until it is fully served. This may include Saturday competition, i.e., suspended on Friday and Monday. Students may not practice on days when the suspension is in effect.

## **ABSENCES DUE TO A SCHEDULED GAME/CONTEST/PERFORMANCE**

1. These absences do not count towards your attendance totals listed in the student handbook.
2. All class work missed due to this type of absence is considered excused and needs to be made up according to the process set up by Illinois Lutheran High School.

3. It is the **student's responsibility** to get this work and turn it in.

### **PRACTICE ATTENDANCE**

It should be the goal of every student to be at all practices. Improvement within a group comes from hard work and consistent attendance at practices. If, for a valid reason, that student must miss practice, that student must excuse to his coach in advance. Unexcused absences should not occur as this hampers practice/game planning. Unexcused absences will be dealt with by the coach. An injured player should be in attendance at practices unless otherwise excused by the coach.

### **DROPPING A CO-CURRICULAR ACTIVITY**

Participating in co-curricular activities is a privilege that only a limited number of students can enjoy. When a student tries out for a co-curricular group and is selected as a group/team member, that person has made a commitment to the coaching staff and other co-curricular group members. That commitment involves being a positive contributing member for the entire season. If a student fails to live up to his/her commitment and quits a co-curricular group, the student has violated the trust of the coach and group/team. In order to be sure that each student who tries out for a co-curricular group is truly committed to being a team member this policy will be followed:

Those students trying out for a co-curricular group will be allowed to withdraw from participation without penalty up until the final group selection is made. If a student chooses to quit a co-curricular group after being chosen as a team member, and the reason(s) given for quitting is not acceptable to the coaching staff or activities director, that athlete will forfeit potential awards for that activity and will be ineligible to participate in co-curricular activities for the next 3 months of actual school days.

A co-curricular group member will be able to withdraw without penalty if circumstances or situations beyond his/her control make it difficult or impossible for the student to continue as a member of the group/team.

### **CRITERIA FOR LETTERING**

Varsity letters will be earned based on the criteria established by the coach in each particular activity. A student who quits or is dismissed from a group for disciplinary reasons or for loss of eligibility does not earn a letter. Losing eligibility because of grades is considered avoidable. A student who is injured may receive a letter based on participation up to the time an injury occurred.

### **CO-CURRICULAR CODE OF CONDUCT**

*(This policy is in addition to the code of conduct policy stated in the Student School Handbook.)*

1. The use or possession of alcohol, tobacco or any illegal controlled substance is forbidden. It is a violation of the laws of the State of Illinois and therefore God's law.

If the school administrator (or his designate) upon review of the reported incident, has reason to believe that a student has violated this policy, on or off campus, he (or his designate) will immediately notify the parents/guardians of the student. A meeting will be arranged with the student, the student's parents or guardians, the athletic director, the sports coach and the administrator (or his designate) to review the incident and discuss any penalty that may be imposed for each activity that the student is involved with at the time of the infraction. In the event that a penalty is imposed, the student will be subject to the following disciplinary action:

- **1st offense:** a participation suspension of 20 school days. With the coach's consent, the student will be allowed to practice and attend the scheduled activities during the suspension.
- **2nd offense:** a participation suspension of 80 school days. With the coach's consent, the student will be allowed to practice and attend the scheduled activities during the suspension.
- **3rd offense:** a participation suspension from all ILHS co-curriculars scheduled activities for one calendar year. The student will not be allowed to practice but may attend co-curricular events during the suspension.

Any suspended student forfeits all letters and post-season awards for any co-curricular activity in which the suspension occurs. Letters and awards in carryover suspension periods will be at the discretion of the coach and activities director.

### **Definitions:**

- **Participation suspension:** the student will not play or dress for the scheduled events; suspension may extend into post-season events
- **Carry-over suspension:** if the suspension does not conclude during the sports season in which the violation occurred, the remaining suspension penalty continues into the next season in which the student participates.

2. Individual coaches and advisors may impose curfews as well as dress and grooming requirements for students. Disciplinary action for not abiding by such requirements rests with the coaches. It is recommended that students get proper rest in order to perform at their best.

3. A student involved in co-curriculars must be above suspicion. The coach's discretion will be used in disciplining students whose behavior creates doubt as to their willingness

to comply with the philosophy and rules of the co-curricular department. Participation in co-curriculars is a privilege, not a right. Conduct unbecoming a student co-curricular participant may include, but is not limited to the following:

- A. Stealing in or out of school
- B. Flagrant misbehavior in class
- C. Criminal Behavior
- D. Disrespectful attitude to school personnel
- E. Other conduct which adversely affects and relates to the management of the school.
- F. Harassment/Hazing
- G. Attendance/association at events/parties/gatherings where drugs and/or alcohol are being used/consumed and/or taken by minors.

All misconduct referrals must be submitted to the Activities Director in writing. The disposition of each case will be based on each incident's individual set of circumstances. The Activities Director will determine minimum penalties for any such unacceptable conduct contrary to the ideals, principles and standards of ILHS.

Minimum Action- Conference with athlete and parent(s)

Maximum Action- Suspension from athletic competition for a period of one year.

## **ATHLETIC GUIDELINES**

### **Statement of Risk**

It is the hope of the faculty and staff of ILHS that participation in interscholastic sports will be a fun and rewarding experience. However, along with that fun and learning that will take place, each athlete and his/her parents should be aware of the inherent risk the athlete runs when participating in a sport.

In most cases, if injuries occur at all, they are minor bumps and bruises. But certainly the possibility exists for more serious injury. Participating in any sport exposes an athlete to many risks of injury. Those injuries include, but are not limited to: death, paralysis due to serious neck and back injuries, brain damage, damage to internal organs, serious injuries to the bones, joints and tendons, and general deterioration of health. Such injuries can result not only in temporary loss of function, but also in serious impairment of future physical, psychological, and social abilities, including the ability to earn a living.

In an effort to make each sport as safe as possible, the coaches will instruct players concerning the rules and correct mechanics of all skills pertaining to that particular sport. It is vital that all athletes follow the coach's' skill instructions, training rules, and team policies to decrease the possibility of serious injury.

### **Locker Rooms/Field Areas**

ILHS teams will always leave visiting locker rooms as clean as they were found. Locker rooms and field areas used for home games and practices will be left clean. All items will be removed from the locker room or stored neatly away after each game or practice. A locker room is used for storage and personal grooming. ILHS athletes will show respect for personal property and for each other at all times.

### **Transportation To and From Events**

To promote team and school unity and for safety reasons athletes will ride to games with the team on a team bus, school van or part of a school caravan. If out of necessity the athlete needs to make some other arrangements, permission is required from the coach/director. With coach/director permission students may ride home with their parents following a game/performance.

### **Participation Fee**

**In order to supplement the costs of co-curriculars, each athlete will be required to pay a \$100.00 participation fee for each sport that they are involved in.** This fee needs to be turned in to the high school office before the first game of each season in order for the athlete to be eligible to play. If the fee cannot be paid on time, the Activities Director must be notified. The maximum fee for any family in a given school year is \$500.

### **Emergency Procedures**

1. Never move an injured athlete. Call for a coach. Improper movement could result in permanent damage to the injured party.
2. Report all injuries to the coach. Athletes should not “hide” their injuries. An athlete’s well-being is more important than the contest being played.

### **Insurance**

Each student athlete must provide insurance verification prior to practicing or participating in an athletic contest.

**Supplementary Insurance:** ILHS offers Supplemental Insurance to help cover the costs of any injuries that take place during school events. Please stop in the office and ask for a copy of the information and sign up form. Various levels of coverage are offered for as low as \$30 a year for school time coverage up to \$300 a year for around the clock coverage.

### **Physical Examinations**

Each student wishing to participate in interscholastic athletics must have a physical form



on file in the office before he/she will be allowed to practice.

### **Equipment and Uniforms**

All athletes are expected to assist the coaches in taking care of equipment, especially all uniforms that are issued. It is the responsibility all must share. Athletes will be responsible for all lost or damaged items and will be required to pay the full replacement cost for such uniforms.

### **Appendix A - Concussion Protocol**

# **Concussion Protocol**

## **Illinois Lutheran High School Concussion Return to Play/Activity Protocol**

Whenever an athlete is suspected of a concussion, he/she must be evaluated by a physician or athletic trainer before resuming play/activity. If it is determined an athlete has sustained a concussion, he/she will automatically be barred from any athletic activity/participation until completing full RTP clearance protocol. Under no circumstances may an athlete return to participation in any capacity the same day as a concussive event. Under no circumstance is a parent's consent sufficient in clearing an athlete for participation when a concussion is suspected or has occurred. Once a concussion has occurred, the athlete will follow up with appropriate medical doctors/athletic trainers as dictated by athlete's status and symptoms. The following protocol will be followed in returning the student-athlete to activities. **There are no exceptions to this protocol, and it may not be accelerated for any reason.**

Once an athlete has sustained a concussion, he/she will be withheld from all practice/game activities. Athletes are restricted from game participation until fully cleared from the concussion. **Once athlete is asymptomatic, the athlete will visit a Certified Athletic Trainer OR MD for clearance.** If clearance is granted, athlete will begin RTP progression program.

There should be approximately 24 hours (or longer) between each stage. Progression to the next stage will only occur if athlete remains asymptomatic. If the athlete has any symptoms during any of the stages, the process will return to the previous step with a minimum of 24 hours of rest before resuming of the sequence.

### **RTP Progression Protocol**

<b>Day 1: Light Aerobic Exertional Exercise</b>	Light cardiovascular exercise, i.e. bike/walk/elliptical
<b>Day 2: Moderate to Heavy Aerobic Activity</b>	Increased intensity cardiovascular activity and/or sport specific drills
<b>Day 3: Sports Specific Drills &amp; Light Contact</b>	Sport specific drills and restricted contact (no head contact)
<b>Day 4: Full practice participation with full contact</b>	Full participant in team practice
<b>Day 5: Cleared for RTP</b>	RTP

This protocol is implemented to promote compliance with: IHSA Return to Play Policy, IHSA Protocol for Implementation of NFHS Sports Playing Rule for Concussions, Illinois HB 0200.