

ARROWHEAD HIGH SCHOOL

Parent/ Athlete Handbook



2008-2009

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ARROWHEAD EXPERIENCE

Co-curricular activities are an important part of Arrowhead's curriculum. While our number one goal as a school district is to provide a sound academic experience for our students, extra curricular activities provide special opportunities for participants to promote their mental, physical, social and emotional development. We feel these contributions to the overall development of our young men and women are essential, and we appreciate the support of our programs by our student body, teachers, parents and community. The ARROWHEAD EXPERIENCE is unique as a result of the cooperative efforts of the Arrowhead educational community.

Staff

Craig Jefson	Superintendent	369-3611	X4111
Kevin Flegner	Activities Director flegner@ahs.k12.wi.us	369-3612	X4203
Liz Arsnow	AD Secretary arsnow@ahs.k12.wi.us	369-3612	X4202
Gregg Wieczorek	Principal, South Campus	369-3611	X4102
Deb Paradowski	Asst. Principal, South	369-3611	X4199
Dr. Bonnie Laugerman	Principal, North Campus	369-3612	X4204
Pete Nejedlo	Asst. Principal, North	369-3612	X4210

Arrowhead Website: www.arrowheadschoools.org
Go to "Activities" and click on "Sports"

GENERAL INFORMATION

Arrowhead Athletics are part of the total educational program at Arrowhead. The philosophy adopted by the Board of Education emphasizes all Educational programs should stress the *COOPERATIVE, CONTRIBUTIVE, CREATIVE, and COMPETITIVE* values found in our society. Through participating in Athletics, all four of these values can be realized. The entire Athletic Program, girls and boys, is committed to making these values meaningful and viable in the lives of our students.

We offer the following Interscholastic Sports to all students in grades 9-12. The entire student body is encouraged to participate in the program. Those that choose not to try out for the teams are encouraged to be loyal boosters for all of the teams.

As an athlete, you ARE NOT eligible to participate in any sport UNTIL the following items have been completed:

1. Parent permission every year on either green or beige card.
2. Physical Examination cards filled out by registered physician every other year on green card.
3. Signature by parent and athlete signifying understanding of expectations of athlete code (green and beige card).
4. Parent signature that you understand there is an inherent risk of injury if you participate
5. Signature by parent and athlete signifying understanding of the Random Drug Testing procedure.
6. All fees paid.

All cards and fees must be turned in to the office of the Director of Activities before you can practice.

WIAA ACADEMIC AGE REQUIREMENTS

Age: A student-athlete must be under nineteen (19) years of age on August 1, which precedes the start of the school year.

ARROWHEAD HIGH SCHOOL VARSITY SPORTS PROGRAM

GIRLS' SPORTS

Cheerleading/Fall & Winter
Cross Country/Fall
*Field Hockey/Fall
Golf/Fall
Pom Pons/ Fall & Winter
Swimming & Diving/Fall
Tennis/Fall
Volleyball/Fall
Basketball/Winter
Gymnastics/Winter
Ice Hockey/Winter
Soccer/Spring
Softball/Spring
Track/Spring
*Ski Alpine/ Winter
*Lacrosse/Spring

BOYS' SPORTS

Cross Country/Fall
Football/Fall
Soccer/Fall
Volleyball/Fall
Swimming & Diving/Winter
Basketball/Winter
Ice Hockey/Winter
Wrestling/Winter
Tennis/Spring
Track/Spring
Golf/Spring
Baseball/Summer
*Ski Alpine/ Winter
*Lacrosse/Spring

* = Denotes a Non-WIAA Sport

Arrowhead High School is a member of the Classic 8 Conference. Schools in the Classic 8 Conference are as follows:

- Arrowhead
- Catholic Memorial
- Kettle Moraine
- Mukwonago
- Pius XI
- Waukesha North
- Waukesha South
- Waukesha West

Arrowhead is a member of the Wisconsin Interscholastic Athletic Association. This governing body determines the rules and regulations for all contests. The

WIAA, by enrollment, classifies all schools for state tournament competition. We are classified as a Division 1 school.

AN ATHLETE'S VALUES

There may be occasions when you will have a conflict of responsibilities. We suggest the following set of priorities to aid you in determining your prime responsibilities:

1. Family responsibilities,
2. Academic responsibilities,
3. Athletic responsibilities,
4. All other social and school responsibilities.

ATHLETIC MISSION

To foster a climate for competitive athletics which ensures a balance of individual and team achievement, self-discipline, good sportsmanship and respect for all forms of athletic achievement.

SPORTSMANSHIP

Athletics in our schools have earned an outstanding reputation in the area of school and community sportsmanship. Our athletes and fans have always conducted themselves in a commendable manner. Everyone is very proud of this reputation and works hard at upholding it. Please review the following suggestions for future consideration.

1. A student spectator represents his/her school the same as an athlete.
2. The good name of the school is more valuable than any game won by unfair play.
3. Accept decisions of officials without any dispute.
4. Recognize and show appreciation of fine play and good sportsmanship on the part of the opponent.

PHILOSOPHY OF ATHLETICS

Athletics at Arrowhead exist to:

1. Provide enjoyable activities to develop a sense of unity and pride among the student body, athletes, staff, and community.
2. Provide sports activities which are educational, healthful, and enjoyable for the athletes.
3. Build self-confidence in the athletes.
4. Instill positive attitudes toward and teach methods to achieve lifetime physical fitness and good health for athletes.
5. Teach and exemplify good sportsmanship among the athletes and fans.
6. Teach the athletes the skills, knowledge, and love of sports which will enrich their lives in the years to come.
7. Encourage the athletes to strive for excellence and provide opportunities to push their abilities beyond their own expectations.

THE GOALS OF ATHLETIC PARTICIPATION

The ultimate goal of our athletic program is to help athletes become more effective citizens in our Democratic Society. Through athletic participation we hope steps will be taken to achieve this goal.

1. **YOU LEARN TEAMWORK** - to work with others in a Democratic Society a person must develop self-discipline, respect for authority, and the spirit of hard work and sacrifice. You accomplish this by placing the team and its objectives higher than your personal desires.
2. **YOU LEARN TO BE SUCCESSFUL** - our society is very competitive. You will NOT ALWAYS WIN, but you WILL SUCCEED WHEN YOU CONTINUALLY STRIVE TO DO SO.
3. **YOU LEARN TO BE A GOOD SPORT** - you must learn to accept success and not let it go to your head. You must also learn to accept defeat knowing that you've done your best. You must constantly strive to treat others as you would have them treat you. Through participation in athletics you must develop positive social traits. Some of these traits worth mentioning are: mutual respect, honesty,

openmindedness to diversity, abilities to communicate and a work ethic where you are cooperative and dependable.

4. YOU LEARN TO ENJOY ATHLETICS - many athletes are involved in athletics for many reasons, the least not being the enjoyment derived. Hopefully you will learn to enjoy this period in your life and appreciate your personal intrinsic rewards.

5. YOU MUST LEARN DESIRABLE HEALTH HABITS - to be an active, contributing citizen it is important to obtain and maintain a high degree of physical fitness through exercise and good health habits. Your participation in athletics should demonstrate to you the importance of good health habits.

Hopefully you have developed a desire to maintain this level of physical fitness after formal competition has been completed.

TEAM POLICIES

NOTE: Parents should note that each head coach will establish policies germane to that sport program.

ACADEMIC ELIGIBILITY

A. A student must meet school and Department of Public Instruction requirements defining a full-time student and have received no more than one failing grade in the most recent grade-reporting period. A senior who has acquired all necessary credits toward graduation is not exempt from this rule.

1. A student who becomes academically ineligible may regain eligibility by meeting the academic standard following a period of 15 scheduled school days and nights of ineligibility.
2. A student regains eligibility immediately if incompletes are made up within 10 school days after a grade-reporting period.

3. A student may erase ineligibility status related to the last grade-reporting period through summer school courses (including correspondence courses) at the same or some other school, provided:
 - a. The student successfully completes not less than the same number of courses which caused ineligibility.

Note: This section does not apply to summer baseball participants who are governed under 7) b. below.

4. A student who is ineligible for a minimum of 15 scheduled school days, under the provisions of this Section, may not return to competition until the school day following the 15-day ineligibility period.
5. A student who is enrolled in some courses in a university/college or technical college or some similar institution:
 - a. Must receive high school credit which meets the academic standard or have a notation made on his/her high school transcript that he/she successfully met the equivalent of the academic standard between the two schools involved.

Note: A student who has been assigned to a technical college by the school district is exempt from the provision requiring physical attendance at least one course each day, provided such a student continues being carried on the attendance rolls for purposes of state aids.

6. A student who is enrolled in any state-approved EEN program and receives no usual grades for such courses may be eligible if he/she is making satisfactory progress in his/her total school program as indicated by his/her IEP.
7. The ineligibility status described in the introduction to this Section (A) will be adjusted as follows for students in fall sports in which the date of earliest allowed competition is before the first day students are in class and for students in summer baseball:

- a. Fall Sports - The minimum ineligibility period shall be the lesser of (1) 21 consecutive calendar days beginning with the date of earliest allowed competition in a sport or (2) one-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).
 - b. Summer Baseball - The ineligibility period shall be a minimum of three weeks (21 consecutive calendar days) as of the end of the second semester.
8. A school because of computer printout of grades being delayed may use a prearranged date other than the last day of a grade-reporting period to determine eligibility, provided (a) all other provisions of this Section (A) are followed and (b) the procedure developed is the same for all students, all grade-reporting periods, and all sports.

RESIDENCY

A student, whether an adult or not, is eligible for interscholastic competition only at the school in the district in which his/her parents and/or guardians are legal (physical) residents. Specific concerns regarding eligibility must be cleared through the Activities Director. Any student participating in open enrollment is considered ineligible until the Activities Director determines that the student meets school and WIAA requirements.

SCHOOL ATTENDANCE

Student athletes must be in school during the entire day in order to practice or participate in an athletic contest. They are also expected to attend all classes following the day of the event. In case of illness in the morning, students **MUST** be in attendance starting with the class period following their scheduled lunch period in order to attend practice or compete on that day. Student athletes must still present a parent excused memo prior to being admitted for classes. A student athlete who is ill on Friday and is absent the whole day shall be withheld from competition on Saturday unless the student brings a written statement from his/her parent(s) giving their permission for the student to compete and the coach feels in his/her best judgment that the athlete is well enough to compete.

TRANSPORTATION TO ATHLETIC CONTESTS

Arrowhead is responsible for transporting athletes to and from contests. The school is aware that unusual circumstances do arise in which a parent desires to transport their son/ daughter either to or from a contest. If this occasion does arise, it is the responsibility of the athlete to obtain a permission form from the Activities Office, Main Office at South Campus or from our website under "Activities Office", "Forms". This form **MUST** be completed and returned to the Activities Director prior to departure for the contest. **Under NO circumstances will permission be given allowing athletes to transport themselves to or from a contest.** Athletes may be released to be transported by another parent provided we have the transportation release form signed by the parent or legal guardian noting the parent to be responsible for transportation.

CODE OF CONDUCT

Behavior of athletes in and out of school at all times during the calendar year will reflect a creditable attitude to the school, the team, and the community.

The interscholastic athletic program of Arrowhead High School is an integrated part of the total school program and is designed to help students become better citizens. While the academic area of our high school is of paramount importance, it is believed that participation in a well-directed athletics program affords definite opportunities, training, and experiences not ordinarily obtainable in the regular curriculum. Participation in the athletic program at Arrowhead is entirely voluntary and is a privilege which can be revoked. All students are invited and encouraged to take part. Athletes are to conduct themselves in such a manner as to be a credit to their school at all times during the year. These rules are in addition to the Arrowhead High School Code of Student Rights and Responsibilities and Wisconsin Interscholastic Athletic Association (WIAA) rules. Copies of the rules may be obtained from the office of the Activities Director upon request.

CONDUCT UNBECOMING AN ATHLETE

Possession and/or use of a controlled substance, alcohol, or tobacco; possession or use of a weapon; assault; theft; possession of stolen property (to include personal and athletic equipment from other schools as well as from the athlete's school);

negative acts against persons or property; conduct resulting in suspension from school; or other unacceptable conduct contrary to the ideals, principles, and standards of Arrowhead including but not limited to criminal behavior are examples of conduct unbecoming an athlete.

Any coach, teacher, administrator, law enforcement officer or adult member of the community who becomes aware of a possible infraction of the code will report the infraction of the code to the Activities Director in writing. Upon receiving a validated report, the Administration shall investigate the charge. It is our expectation that any athlete who violates the code of conduct will knowingly and willingly refer the violation to the Activities Director.

If it is determined after investigation that an athlete has exhibited conduct unbecoming an athlete, he/she will be suspended from athletic competition. This suspension may not be served by trying to participate in a sport after that season has started in order to be eligible for the next season.

- A. **First Offense:** First offense violations of any part of the Code of Conduct will result in suspension from athletics for a period of 30% of the scheduled contests (games, meets, etc.) of the current or next season the athlete participates in. The student must practice with the team during the suspension.
- B. **Second Offense:** Second offense violations of any part of the Code of Conduct will result in suspension from athletics for a period of 60% of the current or next season. The student must practice with the team during the suspension period.
- C. **Third Offense:** Third offense violations of any part of the Code of Conduct will result in permanent suspension from the athletic program. A student who has been suspended for a third time may appeal to be reinstated into the athletic program on the one (1) year anniversary of the date of the third suspension, not the date of the occurrence of the third violation. The reinstatement appeal must be in writing to the Activities Director. The Activities Director will have a maximum of five school days to review the appeal. A student will only be eligible for reinstatement if he/she has not violated any aspect of the Code of Conduct during the previous suspension period. If a student is reinstated, the earliest they can participate is the day after the date of the one (1) year anniversary of the suspension.

D. Students may complete a self-referral to a school guidance counselor or administrator to request an Alcohol, Tobacco, or Other Drug assessment/screening. All assessments and screenings are confidential. No Athletic Code of Conduct penalties will be imposed if (1) the self-referral occurs prior to a code violation and (2) the student completes ATOD treatment recommendations. Violations occurring during treatment will be subject to the Athletic Code of Conduct penalties.

SUSPENSIONS FROM ATHLETICS

Suspensions from athletics will be made by the Activities Director. The Activities Director will notify the student, parent(s), Superintendent, and the student's Principal of the suspension, the reinstatement process, and the appeal procedure in cases where the suspension is the result of a Code of Conduct violation. An athletic suspension shall continue from one sport and/or season to another, if the suspension period so dictates.

REINSTATEMENT

An athlete will be reinstated after completion of the period of ineligibility. Modifications to the suspension or reinstatement prior to the completion of the period of ineligibility can only be initiated by order of the Personnel Committee of the Board of Education, and require full Board approval.

APPEALING ATHLETIC SUSPENSIONS

REQUESTING AN APPEAL

An athlete, his/her parent(s), and/or his/her coach can appeal an athletic suspension by requesting in writing, of the Activities Director, a hearing of the Appeal Committee. This request must be made within five (5) school days from the date of the suspension.

THE APPEAL COMMITTEE

The role of the committee is restricted to reviewing the facts of the alleged violation of the code and determining whether or not a violation occurred.

The appeal Committee for each case will be selected by the Activities Director. The Appeal Committee will meet to hear the appeal within ten (10) school days of the request. The Appeal Committee will be made up of the following individuals:

- A. Chairperson - Activities Director (nonvoting)
- B. One student
- C. Two parents of AHS students
- D. One coach
- E. Community member who is not a parent of an AHS student

APPEAL HEARING PROCEDURES

The athlete, his/her parent(s), his/her coach, and/or other individuals representing the athlete may attend the appeal hearing.

During the appeal hearing, the following procedures will be followed:

- A. The chairperson will review the procedures to be followed during the hearing and answer any questions that will clarify those procedures.
- B. The person who issued the charges will provide each of the following:
 - 1. A summary of the overall situation, in the context of which the violation took place.
 - 2. The specific charges against the athlete.
 - 3. A description of the incident using witnesses if needed to substantiate the violation.
 - 4. The nature of the disciplinary measures taken as a result of the violation.
- C. The athlete or his/her representative(s) may ask questions necessary to bring out facts or to clarify points of dispute.
- D. The athlete or his/her representative(s) may present his/her involvement using witnesses if needed to bring out facts and/or to serve as a defense.
- E. The parties may ask for further questions necessary to bring out facts or clarify points of dispute.
- F. The Appeal Committee members may ask questions of either the person who issued the charges or the athlete.
- G. Each party summarizes his/her position for the members of the Appeal Committee.

H. Within five (5) school days of the hearing, a decision will be made regarding the appeal. Such decision will make findings of facts and communicate such to the athlete and/or his/her parent(s) in writing.

NOTE: A taped transcript of the appeal hearing will be made as a record of the proceedings.

FURTHER APPEAL

If further appeal is requested based on the findings and decision of the Appeals Committee, the suspension may be appealed directly to the Personnel Committee of the Board of Education by filing a written request to the Superintendent of Schools within five (5) school days after receiving the Appeal Committee decision.

Within ten (10) school days after receiving this request, Personnel Committee of the Board of Education will hear the appeal which will be based on a review of the findings of the Appeal Committee hearing. The Personnel Committee will not hear new evidence, but will accept any written information the athlete, his/her parents, or other individuals representing the athlete would like to submit. A review of the taped transcript of the Appeal Committee hearing will also be available if deemed necessary by the Personnel Committee of the Board of Education hearing the appeal. Within ten (10) school days the decision of the Personnel Committee and the full Board will be given to the athlete and/or his/her parent(s) in writing.

INFORMATION

Fall sports generally begin during summer vacation. In addition, a required meeting is held for parents of Freshmen students wishing to participate in any sport during the year some time each August. Additionally, each sport will have an early season parent/athlete meeting.

AMATEUR STATUS

A student-athlete must be an amateur in order to be eligible for school athletics.

A. A student-athlete may not receive reimbursement in any form - cash, merchandise, jackets, watches, billfolds, gift certificates, etc. - for achievement related to athletics.

- B. A student-athlete may receive awards which are symbolic in nature - trophies, medals, plaques, etc.
- C. A student-athlete may not allow the use of his/her name, picture, personal appearance, etc., as an athlete to promote a commercial or other profit-making endeavor.
- D. A student-athlete may not participate in school athletics or in sports activities outside the school under a name other than his/her own name.

SPORTS ACTIVITIES OUTSIDE OF SCHOOL

A student-athlete in a given sport may not participate in that same sport outside of school either as a team member or an individual or an independent entry during the same season he/she is participating with the school team.

- A. Before and/or after the school season of a sport, a student-athlete may participate in activities outside of school in that same sport with these restrictions:
 - 1. A student-athlete must not participate in an all-star game or similar contest for summer-time activities (a) within the same league (e.g. softball game between divisions of same league) or (b) in which a team is selected to represent a league in post-season play (e.g. Babe Ruth league team).
 - 2. A student-athlete must not participate before or after the school season of a sport in programs, activities, camps, clinics, etc., in that same sport which is limited to individuals who are likely to be candidates for the school team in that sport in the following season, unless the conditions of participation fit within the regulations of the WIAA.
- B. A student-athlete or his/her parents must pay the fee for specialized training or instruction such as camps, clinics and similar programs.
- C. The person who will be coaching a student in the following school season shall not be permitted to coach that student other than during the designated school season and Board of Control approved coach contact days

in the summertime. For more details regarding summertime coaching contact, please call the Activities Office at 262-369-3612 Ext. 4203.

COLLEGE RECRUITMENT POLICY

In the event a college recruiter should contact you personally, we encourage you to work with your coach and the Activities department. Inform your coach of such contact as soon as possible. The Activities Department has contact information for the NCAA.

CONFLICTS IN CO-CURRICULAR ACTIVITIES

Despite all scheduling efforts by the administration, conflicts will develop between co-curricular activities.

The Activities Department recognizes that each student should have the opportunity for a broad range of experience in co-curricular activities.

In the event that conflicts arise it is the responsibility of the ATHLETE to report these conflicts immediately to the coach. The Activities Department will do everything we can to work out all conflicts to the satisfaction of all parties.

In the case where two practices conflict, the student/athlete makes a choice. In the case where a practice conflicts with a contest/concert, then the contest/concert should be attended. In the case where a conflict exists between contests or concerts, the student needs to make a choice.

PRACTICE TIMES

The coaching staff and Activities Director determine starting practice times. They will vary from sport to sport and season to season.

ATHLETIC AWARDS SYSTEM

Minimum Requirements for earning athletic awards by athletes, managers, trainers and statisticians.

1. Each player must receive the recommendation of the head coach.
2. Each player must be eligible (scholastically/Athletic Code) in order to receive their award.
3. Each player must check in all of his/her equipment at the completion of the season. All lost items must be paid for before a player is eligible to receive an award,
4. An injured athlete who did not complete the season, will be judged by the following criteria:
 - a. Must be the type of injury which did not permit him/her to report back for active participation,
 - b. Must have attended and contributed to all practices when able. (Assist with statistics, equipment, etc.)
 - c. Must be eligible (scholastically/Athletic Code)
5. Any athlete who quits or is dismissed from an athletic team forfeits any claim to any award.

MINIMUM REQUIREMENTS FOR EARNING A VARSITY LETTER

1. An athlete who has participated for four seasons, and has not lettered, must meet the following stipulations:
 - a. Must have attended and contributed to all practices when possible,
 - b. Must have competed in four full seasons,
 - c. Must be (scholastically/Athletic Code) eligible,
 - d. Special consideration is to be given to the athlete who was hurt and returned and did not make the specific letter requirements, but would have if the injury had not occurred.
 - e. Must have the recommendation of the Head Coach.

2. An injured athlete who did not complete the season, will be judged by the following criteria:
 - a. Must be the type of injury which did not permit him/her to report back for active participation,
 - b. Must have attended and contributed to all practices when able. (Assist with statistics, equipment, etc.)
 - c. Must be eligible (scholastically/Athletic Code),
 - d. A special consideration is to be given to the athlete who had been a previous letter winner in the sport.
 - e. Must have the recommendation of the Head Coach.
3. Managers, trainers, and statisticians:
 - a. Must attend all practices and games as requested,
 - b. Must obey the same eligibility and training rules as the players,
 - c. Must receive the recommendation of the Head coach.

FRESHMAN NUMERALS

1. Numerals will be given to all athletes/managers, trainers and statisticians who successfully complete their freshman year of active participation.
2. Numerals will be given to an athlete who competes for the first time as a sophomore, junior or senior.
3. Numerals will be given to a sophomore, junior or senior who moves into our district and competes successfully for that entire given season.
4. Numerals will be given to a boy/girl who because of an injury in his freshman or sophomore year was unable to continue active participation.
5. Managers, statisticians and trainers come under the same stipulations.
6. Recommendations from the head coach must be given.

SOPHOMORE AWARDS

1. Sophomores who successfully complete the season on a team shall receive the Arrowhead Logo Patch.

JUNIOR AWARDS

1. All Juniors who competed and completed the season successfully on a junior varsity team shall receive a junior varsity "A".
2. Juniors on a Varsity team that did not earn a Varsity letter shall receive a junior varsity "A".

CERTIFICATES

1. All athletes at all levels who successfully complete the season will receive a participation certificate.
2. For every varsity letter, athletes shall receive a varsity letter certificate.

CAPTAINS

1. Captains of Varsity teams shall receive a star. The process to designate captains is up to the respective head coaches. Whether or not a team has designated captains is to be determined by the Head Coach.

VARSITY LETTERS, SYMBOLIC PINS AND BARS

1. An athlete earning a varsity letter for the first time in any sport will receive a chenille letter. Only one chenille letter will be awarded any one athlete.
2. Each first time Varsity letter winner in a sport shall receive a pin symbolic of that sport; one for each sport in which the athlete has lettered.
3. A person receiving a second, third, or fourth letter in a sport shall be given a bar for each letter and subsequent letters.

FORFEITURE OF AWARD

Any athlete who quits or is dismissed from an athletic team forfeits any claim to an award.

SPECIFIC REQUIREMENTS FOR A VARSITY LETTER

Within the framework of each sport, the head coach will establish the criteria to be achieved in order to earn the school-sanctioned award for the respective level of competition.

SPECIAL AWARDS

Picture Plaques Award

1. **INDIVIDUAL** - Athletes who are selected First Team All-State in team sports by a state newspaper association (AP, UPI) or a WIAA Coaches Association, or an individual who finishes First Place in the WIAA State Individual Tournament shall have a picture plaque produced by the school and displayed at Arrowhead. The athlete/family may pay to have an additional plaque(s) produced.
2. **TEAM** - The Head Coach of any team earning a conference championship, or state level recognition will oversee the production of team plaques which can be purchased by anyone..

SENIOR STUDENT/ATHLETE AWARD OF EXCELLENCE

As a school we strive to encourage our students to dedicate themselves to their academic mission and to participate in interscholastic athletics. We are extremely proud of past generations of Warhawks who have worked hard to make those expectations come to life.

Any senior who has earned a major varsity letter in athletics and has maintained a cumulative grade point average of 3.5 or higher through their (8) semesters at Arrowhead will receive a certificate for their achievement of excellence in academics and athletics.

ATHLETIC INJURIES AND INSURANCE

Insurance Coverage

In case of injury your son/daughter will be covered first through your family's primary insurance plan. Arrowhead carries a secondary coverage with Student

Assurance Services. This means your personal policy pays, then the school policy makes up all or most of the difference as determined by the student assurance services.

To help eliminate any *CONFUSION* or *MISUNDERSTANDING* concerning the insurance program we ask you to please follow this procedure.

1. Please have your son/daughter notify the coach of all injuries. **THIS IS A MUST.** The coach will report the injury to the activities director.
2. After your son/daughter has gone to the doctor, your personal insurance policy pays the initial bills.
3. All unpaid bills, after your primary carrier has paid their share, are to be submitted to the Student Assurances Services by the parent or medical services by completing the insurance form which can be obtained in the Activities office.
4. Student Assurances will then provide payment as per policy.

POTENTIAL DANGERS IN ATHLETIC PARTICIPATION

Parents and student athletes should fully understand and appreciate the risk of serious personal injury associated with participation in the educational sport's program provided by Arrowhead.

Athletic activities can be hazardous and taking part in such activities is a calculated risk on the part of the student-athlete and parent. It is also understandable, that to many young adults, the potential benefits exceed the potential hazards.

SCHOOL EQUIPMENT

Students are responsible for all equipment issued to them. Athletic uniforms, both practice and game, are supplied for the sole purpose of athletic participation. This equipment is not to be used for any other purpose. When the season is completed, all equipment is to be returned to the school. There are no exceptions to this policy. The monetary value of any non-returned uniforms or equipment will be registered to the student as a fee to be paid before you can play in another sport or graduate.

PARTICIPATION FEE

An annual participation fee of \$78.00 is required. Payment must be made prior to participation. A refund will be given to those who do not make the team **upon request** to the Activities Director. NO refunds are given to those who quit the program. Any refunds must be requested before **the first day of the next** school year. After the first day of the next school year, refunds WILL NOT be made for the previous school year.

USE OF NUTRITIONAL SUPPLEMENTS, ANABOLIC-ANDROGENIC STEROIDS, AND OTHER PERFORMANCE ENHANCING SUBSTANCES BOARD POLICY 462

The Arrowhead Union High School is against the use of anabolic-androgenic steroids and other performance enhancing substances (PES). Coaches, teachers, sports medicine staff, and school administrators who ignore or encourage the use of PES, provide and/or sell PES to athletes (including indirect distribution through a third party), shall be subject to disciplinary action in accordance with established District procedures and/or provisions of the current employee agreement.

Possession and/or use of PESs are a violation of the Wisconsin Interscholastic Athletic Association (WIAA) code of conduct and the Arrowhead Union High School athletic code of conduct. Any athlete who is in possession of, or uses PESs, will be subject to disciplinary action according to the Arrowhead athletic code of conduct.

The Arrowhead Union High School District strongly discourages students from using creatine or any other nutritional supplements without the approval of the student's physician and/or parents/guardians. Coaches, teachers, sports medicine staff, and school administrators are expected to discourage students from using creatine or other products that may have unwanted side effects, may be ineffective, have not been tested for long-term safety, are not recommended for youth, or are unethical to use.

The Arrowhead Union High School strongly encourages coaches, teachers, sports medicine staff, and school administrators to educate athletes and

parents to have student/athletes practice daily recommended dietary habits based on accepted standards of a balance of the major food groups.

Permissible supplements are supplements that replace the calories, fluid, and electrolytes the body normally loses during exercise. Some of these permissible supplements would be:

- | | |
|-------------------------|-----------------------|
| Sport drinks | Meal replacement bars |
| Electrolyte drinks | Fitness water |
| Sport bars | Sports gels |
| Meal replacement drinks | Vitamins/minerals |
| Vitamins/minerals | |

The WIAA has published an extensive list of banned performance enhancing substances along with other pertinent information to help educate athletes and parents about performance enhancing and banned substances. This information can be obtained in the Activities Office. Please contact the Activities Director for more information.

DATE OF ADOPTION:	<u>OCTOBER 14, 1998</u>
DATE OF REVISION:	<u>APRIL 9, 2003</u>
DATE OF REVISION:	<u>JUNE 11, 2008</u>

STUDENT RANDOM DRUG TESTING BOARD POLICY: 655.1

PURPOSE

Random student drug testing will be implemented to:

- foster a safer learning environment within our schools
- establish a stronger culture of drug disapproval within the school community
- employ a more reliable means to detect student drug use as a means to deter its use among students
- help direct students away from drug and alcohol use toward a healthy and drug-free lifestyle
- assist students in maximizing their performance by remaining drug free

- assist parents/guardians with helping their children resist pressure to use alcohol, tobacco, or illegal drugs
- identify users of drugs or alcohol so that appropriate interventions may occur

PROGRAM COORDINATION

- These procedures will be overseen by the superintendent and his/her designee.
- The associate principals will serve as the Testing Coordinator and will coordinate and supervise the testing program at Arrowhead High School.
- The principal will serve as Testing Coordinator when the associate principal(s) is unavailable.

ELIGIBILITY FOR TESTING

- Arrowhead High School students participating in athletics and extra-curricular activities are eligible for random drug testing.
- Students become eligible for random drug testing on the day their parent permission card is submitted to participate in an athletic or extra-curricular activity.
- Students remain eligible for random drug testing throughout the remainder of his or her high school years whether or not the student has been previously tested or is currently participating in an athletic or extra-curricular activity at the time he or she might be selected for a drug test.
- Up to 25% of the total number of athletic and extra-curricular participants will be tested annually.

WHAT IS TESTED

- The District will test for the presence of certain substances which may include, but is not limited to, the following: alcohol, metabolites of nicotine, marijuana, opiates, cocaine, amphetamines, and phencyclidine (PCP). The District reserves the right to test for any other drug, within the meaning of the policy, at the discretion of the School District administration (principal, superintendent).
- For the purpose of this policy, a drug includes phencyclidine (PCP), marijuana (THC), cocaine, methamphetamine, opiates, alcohol, nicotine, and anabolic

steroids or any other substance which is defined as a controlled substance by the Uniform Controlled Substance Act, Wis. Stat. § 961.001 et seq. and as subsequently amended, unless that substance has been taken pursuant to a legal prescription.

SELECTION OF STUDENTS FOR TESTING

- A confidential testing schedule will be created by the associate principals or designee prior to the initiation of testing to ensure randomness of testing.
- Testing may only occur on student contact days during the academic year.
- Student selection for testing will be conducted on a random basis.
 - The associate principal or designee will assign a number to each student eligible for testing.
 - An administrator (non-high school) will supervise the selection of student numbers for testing. (This person will not have a list of eligible participants and their corresponding testing number.)
 - A computer-based system designed specifically for the purpose of randomly selecting individuals for drug testing will be utilized.
 - The associate principal or designee will receive a list of numbers to be tested.
 - The associate principal or designee will notify the participant (in person) and escort the participant to the testing room.
 - Alternate student selections will be made in the event of student absence or refusal to participate in testing.
 - The names of students selected for testing will remain confidential except to the high school administration.
 - The associate principal or designee from the opposite building will supervise testing in that building.

ADMINISTERING THE TEST

- All aspects of the random drug testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student to the maximum degree possible.
- Nurses from the approved outside agency will oversee the collection of urine specimens in accordance with Federal (Department of Transportation) standards.

- The approved outside agency will collect urine samples from select students and forward the samples to a licensed lab, via licensed courier, for screening.
- Specimen collecting will occur at the high school in an area that has a secured bathroom and a private "waiting" room.
- Urine samples will be handled in the same manner as forensics evidence.
- Urine samples will be kept by the testing facility pending a request for retesting of a sample.
- Any student unable to produce an adequate specimen of urine during the collection period will automatically be tested on the next testing date. Students not able to provide an adequate urine specimen at that time will be viewed as refusing to test.
- Any attempt by a student to tamper with the urine collection process will result in the sample being deemed positive.
- All efforts will be made to minimize the instructional impact of testing and to maintain the confidentiality of those students involved in testing.

STUDENT ABSENCE DURING TESTING DATE

- If a student is absent on the day he or she is selected for testing, the associate principal or designee will investigate the nature of the absence. If the absence is due to truancy, the student will be ineligible for competition until the next testing date and then will automatically be tested on that date. If the absence is excused, the student will remain eligible for practice and competition, but will automatically be tested on the next testing date. Ineligibility may be waived upon review by the associate principal and/or the building principal or designee.

NOTIFICATION OF TESTING AND TESTING RESULTS

- Students participating in athletics or extra-curricular activities are required to complete the "Arrowhead Union High School District Random Drug Testing Program Consent Form." Parents of students selected for testing will be notified (via phone call or message) on the day of testing. Parents of students who refuse to test will also be notified.
- Results of student tests will be provided to the associate principal or designee within approximately 24 hours of the testing.

- Students who test negative will receive notification by the associate principal or designee.
- Students who test positive will be contacted directly by a physician from the testing facility for a follow-up consultation. The consultation will address reasons for a positive test and a decision made regarding the legitimacy of a positive screen. The physician will also counsel parents and students on rehabilitative options.
- Parent/guardians of students tested will be notified of test results.
- The associate principal or designee is notified that "results are pending" for students who test positive. Once consultation occurs with a physician, the associate principal or designee is given final results of the test.
- Written notification will be provided to all students and parents upon the determination of test results.
- The associate principal or designee will keep testing results in confidential files separate from the student's other educational records. He/she shall disclose results only to the administrative personnel who have a need to be informed regarding the result of the test in order to implement or to oversee implementation of the policy or the consequences for violating this policy. This may include the principal, activities director, or the superintendent. Student drug testing information will not be turned over to any law enforcement authorities except under circumstances in which the District is legally compelled to surrender or disclose such test results.

CONSEQUENCES

- An Activities/Athletic Code violation will result from the following:
 - Positive screen
 - Refusal to participate in testing
 - Tampering with the urine collection process
- Students will be ineligible for participation in an athletic or extra-curricular activity for a failure to complete the "Arrowhead Union High School District Random Drug Testing Program Consent Form."

APPEAL PROCEDURE

- All appeals will be conducted in accordance with the process outlined in the Activities/Athletic Code.

- Students may request a retest of their urine sample at their own expense. A retest must be done within 72 hours of the original test.

FINANCIAL CONSIDERATIONS

- The District will incur the cost of testing.
- Students and their parent/guardian will incur the cost of retesting a sample.

ARROWHEAD FIGHT SONG

To Arrowhead, we always will be loyal to you,

To our colors, scarlet, white, and blue.

And we will fight for victory and honor.

And we will win this game.

YOU RAH RAH - FIGHT!

We'll keep our spirits bright.

We'll never give up the fight.

Our school will go on for evermore.

To Arrowhead we will be loyal WARHAWKS.

FIGHT, FIGHT, FIGHT!