

LOUISBURG
MIDDLE SCHOOL
2021-2022

ACTIVITY
HANDBOOK

Dear Wildcat Fan:

Education-based activity programs are an important aspect of the total education process in the American school system. They provide an arena for participants to grow, excel, and to value the concepts of sportsmanship and teamwork. These activity programs are an opportunity for coaches and school staff to teach and model sportsmanship, to build school pride, and to foster a relationship between the students and their community.

We feel that the support and positive role-modeling from our fan base helps the participants in our extra-curricular activities develop a positive values system. The values of trustworthiness, citizenship, caring, fairness, and respect are the basic principles of good sportsmanship and character. With these values, the spirit of competition thrives and is fueled by honest rivalry, courteous relationships and grateful acceptance of the results.

The following are expectations that we have our student-athletes as well as the spectators at athletic events.

1. Understand that the purpose of educational athletics is to build character within the individual student/athlete
2. Understand that interscholastic athletics are about students learning and having fun
3. Make your cheers positive and not derogatory towards participants, officials or other spectators
4. Realize that there is enough pressure on student-athletes to perform as it is.. Please do not add to this pressure by reacting to mistakes that they make or being critical and negative.
5. Let the coaches coach, let the officials officiate and let the players play.

We have made a commitment to promoting good sportsmanship by our student-athletes and coaches at all athletic events. We ask that our spectators do the same. Profanity, degrading remarks, and intimidating actions directed at participants, coaches, workers, game officials or other fans will not be tolerated and are grounds for removal from the event site and possible suspension from further events.

Thank you for your cooperation in promoting good sportsmanship and assisting us as we help our students build a positive values system through participation in extra-curricular activities.

Pete Proctor
Principal

Scott Hinkle
Asst. Principal/Activities Director

Frontier League

Louisburg Middle School is a member of the Frontier League and the Kansas State High School Activities. LMS will abide by all rules and by-laws set forth and established by the KSHSAA and the Frontier League.

The Frontier League consists of the following schools:

Baldwin Middle School	Paola Middle School	Trail Ridge Middle School
Eudora Middle School	Ottawa Middle School	Pioneer Ridge Middle School
Louisburg Middle School	Spring Hill Middle School	Wheatridge Middle School
Woodland Springs Middle School		

Activity Passes & Admission Prices

Activity passes may be purchased through the high school office. Passes are good for all **USD#416 HOME** athletic events. Exceptions are tournaments and post-season play.

The admissions for all Frontier League middle school contests are as followed, unless otherwise determined by KSHSAA:

Adults: \$3.00

Students K-12: \$2.00

Academic Eligibility

A student in grades 7-8 shall have passed **six out of eight** new subjects (those not previously passed) of unit weight the previous semester in order to be eligible to participate in interscholastic activities.

Extra-Curricular Activities Weekly Eligibility

Participation in extra-curricular activities is a privilege that may incur many hours outside of the regular school day. It is important that participating students be held accountable both academically and behaviorally. It is the belief of Louisburg Middle School staff and administration that academics are a priority over extra-curricular activities.

In addition to the requirements set by KSHSAA, Louisburg Middle School will have the following guidelines for students who are participating in any extra-curricular activities at LMS.

The guidelines are as follows:

- Students will be expected to maintain passing grades (60% and above) to participate in any extra-curricular events. These include: Sports and Clubs.
- Grades will be checked weekly by the Athletic Director. If the student has an “F” in any class, **they will be given two weeks to bring that grade up to pass.** If it is not passing within the next two weeks, the student will be asked to bring the grade up instead of participating in any meeting or games that week.
- Students will still be expected to attend practice and attend home & away events with the team.

Coaches/Club sponsors will set up a weekly schedule that will be posted in their sport/ club handouts at the beginning of each club or sport. Parents and students will need to sign a form stating that they have received the handout for participation and are aware of the rules of the sport/club, and these guidelines will be included. It is the student's responsibility to meet with the teachers of the class/classes that they are failing to help bring the grade up to passing.

Louisburg Middle School complies with all Kansas State High School Activities Association (KSHSAA) rules. These rules are considered the minimum required. Coaches and/or sponsors maintain the right to impose additional requirements. These requirements will be discussed in the meeting prior to tryouts for the activity.

Virtual Student Eligibility

Louisburg Middle School follows the KSHSAA Executive Board Policy Regarding Scholastic Eligibility of Virtual Students, with the following exceptions:

- Students must be enrolled in the USD #416 Virtual Program to participate in USD #416 activities and athletics.
- Students must be enrolled in six (not five) units of credit each semester.
- Students must pass six (not five) units of credit in the previous semester to retain eligibility.
- Students must be currently enrolled in at least one course in the building in which they want to participate at.

Participation Fee

All athletes, who make a team, must pay the required Participation Fee prior to the first contest to be eligible to participate in the contest and to remain as a member of the team. A refund may not be given for any student who voluntarily quits a team. ***This fee does not guarantee playing time at any level.***

Communication

There are times throughout the season that student-athletes, parents and coaches may not agree on items such as playing time, ability, or the success of the overall activity. It is our goal that the student-athlete approach the coaches about a situation before the parents or the administration are involved. If the situation is not resolved it is then appropriate for the parent to contact the coach to discuss the matter in further detail. These conversations will never take place at the conclusion of a contest, or at practice. Parents/Guardians will wait for a period of 24 hours before initiating contact and will then contact the coach via phone or email to request a meeting time.

Equipment

Each student-athlete has the responsibility for taking care of all school athletic equipment and uniforms issued for his or her use during the season. All distributed equipment must be checked in by the student-athlete at the end of the season. Athletic equipment damaged, lost or stolen at any time must be paid for by the student to whom such equipment was checked out.

Any equipment items that are donated to an activity by an outside organization must be approved by the head coach and the administration and Board of Education.

Inclement Weather

If school is cancelled before the school day has begun or during the regular school day due to severe weather there will be no after school activities. However, if there is a prolonged amount of time off from school (minimum of two days in a row), there may be an athletic practice between 1:00 p.m. and 5:00 p.m. if the administration has determined the conditions to be safe. These practices will not be mandatory, nor will they effect playing time.

We will follow KSHSAA Guidelines for Lightening/Thunder and high Heat/Humidity.

Lockers

Student-athletes may be issued a lock and locker at the beginning of their first season of activity. All personal belongings should be locked at all times. Clothes, bags and other items should not be scattered across the locker room floor. USD 416 is not responsible for lost or stolen items. **LOCK YOUR LOCKERS!**

Physicals/Doctor's Note

A student participating in interschool athletics, spirit or spirit competition sponsored by the KSHSAA must have a completed physical form, a signed concussion form, a signed alcohol-tobacco-drug policy form and signed parent consent on file in the middle school office before they will be permitted to participate or practice. Students may pick up physical forms from the middle school office.

If a doctor removes a student-athlete from an activity through written consent, the student-athlete must have a written and signed release from the doctor before he/she will be able to participate again. Any athlete even suspected of suffering a concussion will be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without written medical clearance from a Medical Doctor (MD) or Doctor of Osteopathic Medicine (DO). Once cleared, the athlete's return to practice and competition will follow the KSHSAA guidelines recommended graduated protocol. School Nurse & Coaches will ensure the following of this protocol and the athlete **MUST** complete all 6 steps & be fully released by a MD/OD in order to return to a sport.

Practice

No student may practice for any KSHSAA sponsored athletic activity, until the following are completed, signed and on file with the Middle School Administration.

1. KSHAA PHYSICAL FORM/PHYSICIAN PHYSICAL FORM
2. DRUG/ALCOHOL/TOBACCO FORM
3. EMERGENCY CONTACT SHEET/CONSENT FOR TREATMENT
4. CONCUSSION RELEASE FORM & CONCUSSION INSERVICE
5. PARENT CONSENT
6. PERSONAL MEDICAL HISTORY

It is the philosophy at USD #416 that student-athletes must practice on a regular basis. Therefore, if a student-athlete misses practice and it is considered unexcused by the coaching staff the following consequences may take place:

- 1st Unexcused Practice: Student-athlete will be disciplined by the coaching staff.
- 2nd & 3rd Unexcused Practice: The student-athlete may be ineligible to participate in all or some of the next scheduled event.
- 4th Unexcused Practice: Student-athlete may be dismissed from the team.

In a situation where a student must choose between a game/contest/performance/academic obligation and practice, the game/contest/performance/academic obligation will take priority and they will not be counted as unexcused absence. However, because practice is so vital for a team's success the coaching staff has the discretion to play or not play a student-athlete if they miss practice the day before a contest due to another school obligation.

Unless otherwise excused by the head coach, missing practice/scheduled events for outside club team practices/scheduled events, will be counted as unexcused.

Friday Night Schools will be considered unexcused absences since the majority of practice will be missed.

The coaching staff at USD #416 believes that a successful practice starts by starting on time. Student-athletes are given an ample amount of time to prepare for practice and are expected to be on the field/court on time.

If a student-athlete is considered unexcused tardy for practice by the coaching staff the following consequences should be followed:

- 1st – 3rd Tardy Student-athlete will be disciplined by the coaching staff.
- 4th – 5th Tardy Student-athlete may be ineligible to participate in all or some of the next scheduled event.
- 6th Tardy Student-athlete may be ineligible to participate in all or some of the next scheduled event or may be dismissed from the team.

If a student is late to practice due to an after school detention they will be considered tardy. If a student is late to practice due to an academic or other school related obligation, they will be excused and not counted as tardy. It will be up to the coaching staff to track attendance.

Suspension/Dismissal from Competitions and/or Teams

Louisburg Middle School retains the right to suspend or permanently dismiss any student from any competition or team “who is under penalty of suspension or whose character or conduct brings discredit to the school or to the student, as determined by the principal, is not in good standing and is ineligible for a period of time as specified by the principal.” Per KSHSAA Rule 14 Article 2 as quoted from the KSHSAA Handbook.

Good standing status resumes when the disciplinary requirements of Louisburg Middle School have been fulfilled.

Actions leading to suspension(s) from competitions or dismissal from a team may include, but are not limited to, the following:

- Poor Academic Performance
- Poor Attendance/Tardiness: Chronic or excessive absences/tardies related to; practice time, competition dates or the school day.
- Conduct That Harms Image of Self/School/Team
- Drug/Alcohol/Tobacco Offenses: the USD 416 Drug, Alcohol and Tobacco Athletic/Activity Policy will be followed.
- Ejection from a Practice/Competition
- Failure to Follow Directive of Staff or Game Official
- Fighting or Physical Altercations/Contact (Battery)
- Flagrant Disrespect of Others
- Harassment (includes Bullying)
- Illegal Acts - May involve criminal arrest or prosecution by law enforcement.
- Poor Attitude or Sportsmanship
- Repeated Behavioral Offenses
- Violation of Any Published Team Rule or Rule Within This Handbook or LMS Student Handbook or violation of any BOE adopted policies

In the event of an In-School Suspension, the student may attend practices, but may not participate in competitions until the entire assigned In-School Suspension has been served. Once the ISS has been served, the student will be returned to full participation status, however, playing time will be at coach's discretion if the suspension ends on a competition day. Students serving ISS will not be released prior to the end of the day to attend any competition.

In the event of an Out of School Suspension, the student will NOT attend practice, nor participate in any competitions until the Out of School Suspension is served. Once the OSS has been served, the student will be allowed to practice, but will serve a 1 competition date suspension before being allowed to return to full competition status. This will not include any competition dates missed while on suspension. This may be carried over to the next activity the student is involved with if the suspension occurs at the end of a season.

In the event of multiple In-School or Out of School Suspensions within a season, the student may be removed from the team. This is cumulative for the school year only.

Starting Time

The athletic director and head coach of each sport shall set a starting date that student-athletes must attend in order to participate in that activity. Students that are injured/ill are still required (if able) to attend practice unless excused by the coaching staff. Student-athletes that transfer from another school are excluded from this rule.

The athletic director and head coach will notify student participants of starting dates during regular school announcements, posting in school bulletin boards and through parent/coach meetings.

Transportation

Team unity is built on and off the field of play. Therefore, USD #416 believes that students participating in extra-curricular activities should ride school transportation at all times. This includes driving to and from a contest.

USD #416 also understands that sometimes student-athletes must ride home with a parent/guardian. It is our goal that this only happens on rare occasions. However, if the occasion arises then the following shall take place.

- Student will be released to their parent/guardian after an activity with **prior permission** from a coach/sponsor. Students will only be released after a face to face meeting between the coach/sponsor and the parent/guardian. The parent/guardian is required to sign out their child with the coach/sponsor.

USD #416 Squad Reductions

USD #416 has established a guideline to reduce numbers in activities. These numbers will be determined by the sponsor/coach of the activity and the administration.

Try-outs will be conducted the first week of the season and the teams will be established by the coaches following those tryouts. An activity specific rubric will be developed by the coach/sponsor of each activity. A rating of players will be established and squads/teams will be made from those ratings. Try-outs and practices are closed. Scoring rubrics are not distributed to anyone.

We will continue to offer full participation for the sports of Football, Wrestling, and Track. If numbers increase then a rubric scoring system will be established for these activities also.

**Louisburg Middle School
Drug, Alcohol and Tobacco
Athletic/Activity Policy**

Students and parents are reminded that the possession or consumption of illegal drugs, alcoholic beverages and tobacco products is inconsistent with the values of a healthy lifestyle promoted by Louisburg Middle School. Furthermore, possession or consumption of such substances by students is illegal. Maintaining a drug-free school is important in establishing an appropriate learning environment for USD #416 students.

Students violating this policy in any form will be subject to consequences as outlined in the student handbook. If the school is contacted by law enforcement, a staff member of USD #416 observes any student violating this policy, or the administration is notified of such violation and an investigation reveals a violation has occurred, the situation will be dealt with on an individual basis by administration. Furthermore, students participating in football, volleyball, cross country, cheerleading, wrestling, basketball or track found in violation of this policy at anytime throughout the school year on or off school grounds or at any school sponsored event at any location shall be subject to the following sanctions:

FIRST OFFENSE:

If, after an investigation it is determined a violation did occur, the student will be suspended from school and all activities (including practices) for ten (10) school days, and a minimum of three (3) competition dates after the penalty has been imposed. If violation occurs at the end of the school year, consequences will be carried over to the next school year.

The student will be required to attend an intake session with a mental health professional prior to being allowed to participate in any contests. Such appointments will be at the family's expense and documentation might include counseling and attendance at a group meeting relating to drug and alcohol use. Reinstatement may involve a continuation of the testing program. *In the event of a tobacco incident, the student will not be required to attend an intake session with a mental health professional.*

SECOND OFFENSE:

If, after an investigation it is determined a second violation did occur, the student will be suspended from school for ten (10) school days. In addition, the student will be ineligible to participate in all school activities for the remainder of the school year. (including practices).

The student will still be required to attend an intake session with a mental health professional prior to being allowed to participate in any contests. Such appointments will be at the family's expense and documentation might include counseling and attendance at a group meeting relating to drug and alcohol use. Reinstatement may involve a continuation of the testing program. *In the event of a tobacco incident, the student will not be required to attend an intake session with a mental health professional.*

THIRD OFFENSE:

If, after an investigation it is determined a third violation did occur, the student will be suspended from school for ten (10) school days and will be recommended for 186-school day expulsion from school. The student will be suspended from all activities for the duration of their academic eligibility.

*This policy will be in effect from the first day of school until the last day of the school.

*This policy applies to all KSHSAA activities that do not receive academic credit.

*The sanctions listed above are the **minimum** standards that may be enforced. The administration reserves the right to impose additional sanctions based on the severity of the offense.

*The offenses listed above will be cumulative for student's middle school careers. The offenses do not start over each year.



Louisburg School Health
Louisburg, Kansas 66053

	<u>Circle Grove Preschool</u>	<u>Rockville Elementary</u>	<u>Broadmoor Elementary</u>	<u>Louisburg Middle School</u>	<u>Louisburg High School</u>
Phone:	913.837.1700	913.837.1970	913.837.1900	913.837.1800	913.837.1720
Fax:	913.837.1701	913.837.1978	913.837.1919	913.837.1801	913.837.1799
Nurse:	913.837.1980	913.837.1980	913.837.1817	913.837.1817	913.837.1980

Louisburg Middle School Concussion Management

Step 1: All athletes complete Baseline Testing

Step 2: Concussion is suspected. Will be immediately removed from play/practice. Notify School Nurse and Coach if athlete is injured.

Step 3: Injury & Treatment

- Seek immediate Dr/ER treatment.
- Submit all Dr notes and recommendations to school nurse.

Step 4: Non Contact Activity-Return to Learn

- Athlete is well enough to return to school and Dr recommendations/note is submitted to nurse
- Nurse will notify appropriate teachers/coaches.
- Student may use nurse’s office for rest and breaks.
- Begin KSHSAA Return to Learn steps. Accommodations in classroom.
- Working to remain symptom free at rest and with brain exertion.
- Can use Impact Testing to evaluate if back to baseline.

Step 5: Return/Warm up to Play

- MD/DO must release an athlete-Dr’s note must be on file with school nurse stating athlete may return to activities or begin KSHSAA warm up to play.
- Impact Test-scores back to baseline.
- No reoccurring symptoms
- Nurse will notify appropriate teachers/coaches.
- Coaches/PE teacher will work with athlete through the 6 steps of KSHSAA warm up to play guidelines.

Must have 24 hours in between steps. Must remain symptom free to move forward to the next step. School hours/activities only.

- When student is on 6th step-coach/PE teacher to notify nurse. Nurse will notify parents.

Step 6: Full Release/Return To Play

- MD/DO must release student with full release/all clear to participate. Nurse MUST have paperwork from Dr on file. Must be symptom free.

Athlete Medication

If your athlete takes medication after school or needs an inhaler or epipen, please be sure the athlete carries this with them to practice and games. Coaches do not have access to RN office after school hours. Please notify coach & nurse if student has these items. Please see www.usd416.org and *click on the School Health Page* for forms and additional health information.

Please contact school nurse with any other questions.

Your athlete’s health and wellness is our TOP priority.