

# CITY HIGH SCHOOL

*“The School That Leads”*



**2018-2019**

**PARENT/ATHLETE MANUAL**

rSchool Today website: [http://www.mississippivalleyiowa.org/g5-bin/client.cgi?G5genie=80&school\\_id=10](http://www.mississippivalleyiowa.org/g5-bin/client.cgi?G5genie=80&school_id=10)

Twitter: @cityhighsports City High Website:

Web: [www.LittleHawkAthletics.com](http://www.LittleHawkAthletics.com)

# “HOME OF THE LITTLE HAWKS”

Welcome to the athletic program at City High School. We are excited about your participation in one or more of our sports and hope that you have a positive learning experience from your efforts.

The contents of this manual are designed for the parent and athlete and hopefully will answer any questions you may have about the operation of our athletic program. Both parent and athlete need to complete the permission to practice insert on the last page of this manual and return it to the Athletic Office or Coach before any practice or participation will be allowed.

Please note the following as points of emphasis to the 2018-19 parent/athlete manual:

- Page 7- clarification on when students can join a sport to serve academic or behavioral consequences
- Page 10- information regarding competition against college athletes
- Page 13- inclusion of information regarding non-school team participation
- Page 16- activity passes purchased at either City High or West High are now good for events hosted at **BOTH** schools.

City High School will strive to continue to provide the student athletes with the best possible opportunities for a very rewarding experience. On behalf of the administration and staff at City High School we welcome you.

Best of luck for a very successful year!



Terry Coleman, Athletic Director

## ICCSA NON-DISCRIMINATION STATEMENT

*It is the policy of the Iowa City Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age, marital status, sexual orientation, gender identity and socioeconomic status in its educational programs, activities, or employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy, please contact Kingsley Botchway II, Director of Equity, 1725 N. Dodge St., Iowa City, IA 52245, 319-688-1000, [Botchway.kingsley@iowacityschools.org](mailto:Botchway.kingsley@iowacityschools.org).*

# CITY HIGH ELECTRONIC COMMUNICATION TOOLS

The City High athletic department uses a variety of electronic communication tools in an effort to keep our students and community informed, safe and 'in the know' on what is happening at our school. Everything from our school calendar to weekly emails can be accessed by every one of our constituents.

**Calendar Program:** [http://www.mississippivalleyiowa.org/g5-bin/client.cgi?G5genie=80&school\\_id=10](http://www.mississippivalleyiowa.org/g5-bin/client.cgi?G5genie=80&school_id=10)

- 1) Our calendar program is called rSchool Today. There are links on the City High home page and the athletics page. This is the same program that our entire MVC conference uses so it is possible to not only see City High events, but other schools as well.
- 2) You can sign up for notifications in any/all the sports that you wish. The notifications will send you an email any time there is a change to the schedule in the sport(s) you have designated. The Athletic Office will post all postponement information including makeup information instantly to rSchool Today and you will be the first to know of the arrangements if you have signed up to be notified.
- 3) You can download the entire City High calendar or just a specific activity calendar to your computer or mobile device. When there is a change in the event due to cancellation or postponement, your home calendar updates automatically.
- 4) There are hundreds of maps and directions to the various places that City High competes.
- 5) You can get an instant view of all sport activities for each day (it's many people's homepage).
- 6) You have access to the most recent schedules for all of our 21 interscholastic sports and all levels. These are continually updated so check frequently to be sure you have the most up to date schedule!
- 7) The MVC website is the prefix of our web address. <http://www.mississippivalleyiowa.org>  
The league site contains rosters of most league schools. Information for the media in terms of "all conference teams" and links to league statistical summaries. It is your one stop shop for all things in the Mississippi Valley Conference.

**Web Site:** [www.iowacityschools.org/domain/2594](http://www.iowacityschools.org/domain/2594)

Information contained on our web site:

- 1) Forms (physicals and permission to practice)
- 2) Coach Contact Information
- 3) Little Hawks Booster Club information
- 4) Team Information (records, practice schedules, transportation news, ticket taker and concession worker information)
- 5) Summer Camp Information
- 6) Halvorson Photography link for team and individual pictures

**Twitter:** @cityhighsports

The City High twitter account is used to provide quick updates on important events (games, weather issues, etc.), positive things happening in our City High community, and links to current news articles involving City High athletes.

**Email**

A mass email is sent out each week during the school year using the Powerschool database for our City High students. This weekly note contains the results from the last week of competitions, important reminders, current week schedule and much more. If you are not getting these updates or know someone else who wants to receive them, please send an email to Terry Coleman at [coleman.terry@iowacityschools.org](mailto:coleman.terry@iowacityschools.org).

# HOW TO BE AN ALL-STAR PARENT

By Rob Gilbert, Ph.D.

How do you define an all-star parent? Very simply, he or she is a parent who is a good sport and a great fan. To become an all-star parent of an athlete, there are times when you must stop parenting. When your son and daughter changes into uniform and becomes an athlete, you also have to change -- from parent to fan. Your job on the sidelines or in the stands is not to be a parent, but to be your child's greatest fan.

There's no trick to learn here. You already know how to do this. Remember how you behaved when your baby was learning to walk? You were a fan and a supporter, weren't you? You applauded the "downs" as well as the "ups".

You never said things like, "What's taking you so long?" "How come the kid down the street is walking better than you?" "Why do you keep making the same mistakes over and over again?" You were the world's most appreciative audience.

Why should it be any different now that your child is an athlete? Your job is not to be the coach (unless you are the coach) or the expert. You are there so that you can share the thrill of victory and the agony of defeat -- together.

In fact, your child needs your support more in defeat than in victory. Did you ever notice that strangers feel free to come out of the stands and congratulate the winners? But, in defeat, sometimes the athlete's own teammates and coaches ignore her/him. As a parent you have to be there to cushion setbacks with a positive "We'll get 'em next time!"

## Three "B's" For All-Star Parenting

1. Be There
2. Be Positive
3. Be Seated

**Be There** - You can never hope to be an all-star parent unless you show up at games. Regardless of the skill level of your child or the success of the team -- go to the games. Be Supportive. Don't be a fickle, fair-weather fan.

**Be Positive** - On the sidelines, if you can't say something positive, don't say anything at all. Nothing good comes from negative statements and nothing negative comes from positive ones. If you can't be positive, at least be silent.

**Be Seated** - Even though it's good to be positive, it's not good to overdo it. Don't stick out. Be an admirer -- not a cheerleader. Players should not confuse your voice with the public address system.

Once you start to become a positive, acknowledging fan, an interesting thing may happen. Your child will want you at the games. When this happens, you will know that you are considered to be an important member of your child's personal all-star support team.

# **ELIGIBILITY RULES**

**IHSAA - <http://www.iahsaa.org>**

**IGHSAU - <http://www.ighsau.org>**

## **A. ELIGIBILITY REQUIREMENTS (As set forth by the IHSAA & IGHSAU)**

### **YOU ARE NOT ELIGIBLE:**

1. If you do not have a physician's certificate of fitness issued this school year, or if you are twenty years of age or over.
2. If you have attended high school for more than eight (8) semesters. (Twenty days of attendance or playing in one contest constitutes one semester.)
3. If you did not pass all subjects (minimum twenty trimester hours) the previous three trimesters (one calendar year).
4. If you were out of school last trimester.
5. Transfer students are subject to ICCSD, IHSAA, IGHSAU transfer policy.
6. If you have ever accepted an award for your high school participation from an outside group other than an inexpensive, unframed, unmounted paper certificate of recognition, or, if you have received any money for expenses or otherwise, for your participation in an athletic contest.
7. If you have competed on a non-school team as a team member or as an individual while out for a sport and during that sport season without the previous written consent of your principal or designee. Example: While you are out for softball/baseball and during softball/baseball season you want to participate on an outside school softball/baseball team or tournament. You would have to have permission from the school principal or designee or you would be declared ineligible. Once softball/baseball season is over, you may participate without written permission.
8. If you have ever trained with a college squad or have participated in a college event.
9. If your habits and conduct both in and out of school are such as to make you unworthy to represent the ideals, principles, and standards of your school.

## **B. STUDENT ACTIVITY CONDUCT CODE**

The Board of Directors of the Iowa City Community School District offers a variety of voluntary activities designed to enhance the classroom education of its students. Students who participate in extracurricular activities serve as ambassadors of the Iowa City Community School District throughout the calendar year, whether away from or at school. Students who wish to exercise the privilege of participating in extracurricular activities must conduct themselves in accordance with board policy and must refrain from activities that are illegal, immoral, unhealthy, or highly inappropriate. Participation in these activities is a privilege, conditioned upon meeting the eligibility criteria established by the board, administration, and individual activity coaches and sponsors. The principal shall keep records of violations of the Good Conduct Rule.

The following activities are covered by the board's policy and these rules:

Athletics, instrumental and vocal music performances', drama productions, speech contests, National Honor Society, all co-curricular clubs (e.g. Math Club, French Club), all honorary and elected offices (e.g. Homecoming King/Queen/court, class officer, student government officer or representative), state contests and performances for cheerleading and drill team, mock trial, Academic Decathlon, or any other activity where the student represents the Iowa City Community School District outside the classroom.

**C. ACADEMIC ELIGIBILITY** - Scholarship Rule, 281 — IAC 36.15(2) (effective 7/01/08)

- More Information - <http://www.ighsau.org/general/newscholarship.htm>
- A student must receive credit and be enrolled in at least 4 ICCSD classes the term prior to the sport season and during the sport season.
- A student must pass **ALL** classes the previous three trimesters and make adequate progress toward graduation to remain eligible.
- If a student is not passing all at end of a final grading period, the student is ineligible for a period of 30 consecutive calendar days set by the IHSAA/IGHSAU in the interscholastic athletic team in which the student is a participant. There is no requirement that the student competed in the sport previously. Students in baseball or softball have the same penalty as all other students.
- Schools will check grades at the end of each grading period to determine eligibility.
- A student with a disability and an IEP is judged based on progress made toward IEP goals.
- The ability to use summer school or other means to make up failing grades for eligibility purposes not available. The rule now also requires that all original failing grades (even those remediated for purposes other than athletic eligibility) be reported to any school to which the student transfers.
- If a student fails to complete an activity in which they are serving a penalty for academic ineligibility, the full penalty will attach when the student next seeks to go out for an activity subject to the 12-month limitation per ICCSD policy.

**D. SCHOOL ATTENDANCE**

- A student is expected to attend the second half of their school day based on their schedule, immediately prior to the competition or practice to be eligible to participate in a practice, competition or performance scheduled on the same date, unless otherwise authorized by principal or designee.
- Participation in evening performances or competitions should not affect school attendance on the following day. When performing or competing during the school day, students are expected to return to classes immediately after the event.
- Students placed on out-of-school suspension will not be allowed to practice or compete in contests during the suspension period.

**E. GOOD CONDUCT RULE**

To retain eligibility for participation in Iowa City Community School District extracurricular activities, students must conduct themselves as good citizens both in and out of school at all times. Students who represent the school in an activity are expected to serve as good role models to other students and to members of the community.

Any student who is found to have violated the school's Good Conduct Rule will be deemed ineligible for a period of time. The specific violations listed below will result in the student's loss of eligibility for participation in extracurricular activities, as set out in the section marked

- Possession, use, or purchase of tobacco products, regardless of the student's age.
- Possession, use, or purchase of alcoholic beverages, including beer and wine; odor of alcohol on a student's breath is considered evidence of use.
- Possession, use, or purchase of illegal drugs or the unauthorized possession, use, or purchase of otherwise lawful drugs.
- Engaging in activities outside the school community that would be grounds for arrest or citation in the criminal or juvenile court system, excluding minor offenses, regardless of whether the student was cited, arrested, convicted, or adjudicated for the act(s).

## **Penalties:**

Any student who is found to have violated the Good Conduct Rule during the school year or summer is subject to a loss of eligibility as follows:

**First Offense within the Student's Athletic /Activity Career** - suspension from one-third of the season's contest or performances dates with professional evaluation prior to reinstatement where applicable.

**Second Offense within the Student's Athletic /Activity Career** - suspension from one-half the season's contests or performances dates with professional evaluation prior to reinstatement where applicable.

**Third Offense within the Student's Athletic/Activity Career** - suspension from athletic competition for twelve (12) calendar months with professional evaluation prior to reinstatement where applicable.

- The period of ineligibility attaches immediately upon a finding of a violation if the student is eligible for and currently engaged in an extracurricular activity and, if not, or if not completed during the current activity, is begun or carried over to the time the student seeks to go out for the next activity or contest.
- However, if the period of time between a violation and an activity is twelve calendar months or more, the student shall not serve an ineligibility period for the violation.
- An ineligible student shall attend all practices or rehearsals but will not "suit up" or perform/participate.
- If a student fails to complete an activity in which they are serving a penalty for a code of conduct violation the full penalty will attach when the student next seeks to go out for an activity subject to the 12-month limitation.
- If a student is ineligible at the time of a violation of the Good Conduct Rule, the penalty for the violation will not begin until the student regains eligibility. Example: A student academically ineligible for a trimester is found to have been in possession of tobacco, a Good Conduct Rule violation. When the student is again academically eligible, then the Good Conduct penalty attaches. Example: A student violates the Good Conduct Rule and is ruled ineligible for one-third of the competitions or performances. While ineligible, the student again violates the Rule. The second penalty attaches when the first penalty is completed.
- The Administration has the right and the power to impose other additional penalties or consequences, separate and apart from the penalties listed above, in response to serious violations of the School District's policies and rules or community laws.
- Students who are required to serve a suspension for a violation of the Good Conduct Policy OR due to "The Scholarship Rule", may do so only if the student has joined a team prior to the end of the first week of practice for that sport. If an athlete does not make a team where they are serving a suspension, they may join another team during that season to serve their suspension with the approval of administration ONLY if that sport did not reduce players and competitions for that sport have not yet begun.

## **F. BULLYING, HARASSMENT, DISCRIMINATION**

Beyond the “STUDENT ACTIVITY CONDUCT CODE”, the Iowa City Community School District (ICCSA) has a specific policy on anti-bullying/harassment/discrimination that informs students, parents, and ICCSD staff on the prevention of bullying, harassment, and discrimination. The policy also covers formal complaint procedures and potential sanctions for policy violations. Report any bullying/harassment incidents to your parents, teacher, principal, counselor, the ICCSD’s Equity Director, or someone else you trust.

District policies and forms can be found at:

[http://www.iowacityschools.org/pages/ICCSA/Departments/Equity/Anti-Bullying\\_Anti-Harrasment](http://www.iowacityschools.org/pages/ICCSA/Departments/Equity/Anti-Bullying_Anti-Harrasment)

If you do not have access to the internet, please ask a building administrator to provide a paper copy of the forms.

## **G. TRANSFER STUDENTS**

Eligibility for students who transfer into the Iowa City Community School District from another district will be reviewed at the time the student officially enrolls and begins attending school. All factors affecting students' eligibility status in the previous district will be considered in determining the date the student becomes eligible for participating in performances and/or competitions.

If the student had not yet completed a period of ineligibility for a violation of a Good Conduct Rule in the previous school or school district, the student shall be ineligible until that period of time has been completed.

## **H. DUE PROCESS PROCEDURES**

Due process procedures as stated below will be followed. After the District receives information concerning a possible activity code violation, this process will include:

- The District will provide oral or written notice to the student of the allegation(s) against the student.
- The District will review the evidence supporting the allegation against the student.
- The student will be provided an opportunity to respond to the allegation(s);
- The District will then determine whether a violation of the Good Conduct Code has occurred, and notify the student of that determination.
- The determination of whether there was a violation of the Good Conduct Code will be made by the principal, the coach or staff person supervising the extracurricular activity, and the athletic director, if applicable.

## **I. APPEALS**

A student or the student’s parent(s) or legal guardian may appeal the decision an activity code violation did occur by notifying the associate superintendent in writing of the desire to appeal.

The student may have his/her parents participate in the appeal process. By the conclusion of the third school day after an appeal has been filed, the associate superintendent will issue a decision on the appeal of the alleged violation of the Good Conduct Code. The student will not be allowed to participate in any contest during the appeal process, but will be allowed to participate in the practice sessions.

## **J. ADDITIONAL GUIDELINES**

All behavioral issues that could impact a student's eligibility for participation in an extra-curricular activity can not be detailed in an activity code. Consequently, additional guidelines, expectations, consequences, and student support plans will be determined by the athletic director, coach, sponsor, and

the administration. The Student Activity Conduct Code will be shared in writing with students and parents at the beginning of the season or activity.

The Student Activity Conduct Code designates its expectations during the time a student is enrolled in the Iowa City Community School District. The school's interest and intent is to expect and support positive student behavior at all times and discourage or deter illegal, immoral, unhealthy, or highly inappropriate behavior. Serious violations of school rules or community laws that occur during the time a student is enrolled in the Iowa City Community School District will be reviewed by the administration to determine the best support plan for the student. A student's eligibility status for extra-curricular activity participation is but one consequence that may be considered by the administration when such events occur. The Administration has the right and the power to impose other additional penalties or consequences, separate and apart from the penalties listed above, in response to serious violations of the School District's policies and rules or community laws.

#### **K. STUDENT TRANSFER AND INTERSCHOLASTIC COMPETITION ACTIVITIES**

When a student transfers to a high school in the district outside their attendance area, the student is ineligible to compete on the varsity level for one calendar year in any interscholastic athletics activity at the school to which the student transfers unless the parent/legal guardian and the student effect a bona fide change of residence to the proper attendance area. This year of athletic ineligibility at the varsity level shall be for one calendar year from the first day of attendance in the receiving school. A bona fide change of residence must result in all household goods being transferred from the previous resident to the new residence, the parents or guardians must actually reside day and night at the new address, and change in residence has not represented an attempt to circumvent the intent of the transfer rule. A bona fide change of residence may also occur when the family unit has been disrupted as a result of divorce, separation or other circumstances beyond the control of the student.

In the event of a parent/legal guardian change in residence, the principal of the receiving school shall ascertain eligibility by:

1. Verifying the student's legal residence and ascertaining that the transfer is not in violation of the spirit of the provisions of this regulation;
2. Securing a written transcript of all high school credits; and
3. Securing in writing a statement indicating that the student was in good standing in conduct, citizenship, and academic progress at the time of the transfer.

A student who transfers from one Iowa City Community School District School to another Iowa City Community School District School at the end of the spring term is ineligible to participate in a summer sports program until the first event of the summer program following the completion of the regular school year of ineligibility.

Students transferring back to the high school in their own attendance area after attending a high school outside their attendance area are ineligible to compete in interscholastic athletic activities for at least 90 days.

Students who are declared ineligible under this regulation may appeal the decision to the Associate Superintendent. If the appeal is not resolved at this level, it may be presented to the Superintendent/designee, whose decision on the matter shall be final.

**L. HIGH SCHOOL STUDENTS COMPETING AGAINST COLLEGE ATHLETES**

Please note that according to IHSAA and IGHSAU rules, high school students CANNOT compete against college students. Iowa Code states that: A student is not eligible to participate in an interscholastic sport if the student has, in that same sport, participated in a contest with or against, or trained with, a National Collegiate Athletic Association (NCAA), National Junior College Athletic Association (NJCAA), National Association of Intercollegiate Athletics (NAIA), or other collegiate governing organization's sanctioned team.

A student may not participate with or against high school graduates if the graduates represent a collegiate institution or if the event is sanctioned or sponsored by a collegiate institution. Nothing in this subrule shall preclude a student from participating in a one-time tryout with or against members of a college team with permission from the member school's administration and the respective collegiate institution's athletic administration.

# IN-DISTRICT PERMITS

## PRESENT GRADE

	<u>9th</u>	<u>10-12</u>
Transfer/Enrollment in school outside attendance area in ICCSD ( <b>Varsity Level Only</b> ) .....	1 Year *	1 Year *
Move to new attendance area, but not change in school .....	None	None
Students previously at a nonpublic school transferring to public school in different attendance area ( <b>Varsity Level Only</b> ) .....	1 Year*	1 Year*
Students previously at a nonpublic school transferring to public school in own attendance area: ( <b>Varsity Level Only</b> )		
Beginning school year.....	None	90 days +
During school year.....	90 days +	90 days +
Students transferring back to high school in own attendance area after attending high school outside attendance area ( <b>Varsity Level Only</b> ) .....	90 days +	90 days +

## OPEN ENROLLMENT (FROM ANOTHER SCHOOL DISTRICT)

New to ICCSD ( <b>Varsity Level Only</b> ) .....	None	90 days +
Moved out of ICCSD, but will continue attending same school in ICCSD .....	None	None

\* Calendar days  
+ Actual school days

## GENERAL RULES

### **A. CHANGING SPORTS**

- Athletes will be allowed to transfer from one sport to another during a given season only upon mutual agreement of both coaches and with the approval of the Athletic Director.
- Should you quit a sport during the season, you will not be allowed to join another sport team during their pre-season practice. For example, it would be necessary to wait until the fall sport season ends before joining a winter sport team and so forth.

### **B. CONDUCT ON TRIPS**

- Athletes will be considered as "good will ambassadors" for City High School.
- Athletes will conduct themselves as ladies and gentlemen at all times, both on and off the playing surfaces.

### **C. DRESS ON TRIPS**

- Athletes will be neatly dressed according to the coach's standard and expectations on all athletic trips.

### **D. RETURNING FROM OUT-OF-TOWN CONTESTS**

- Athletes will return from all out-of-town contests with their squads and by school transportation. **EXCEPTIONS** can be made by parents calling the coach in advance to explain the reason for the request, **AND by then providing a written note to the coach requesting the exception.**
- Please do not make requests to simply ride home with parents rather than on the bus or van. The team concept should always be paramount. At no time should an athlete request to ride home with someone other than his or her parent.

### **E. ATHLETES DRIVING TO PRACTICES OR CONTESTS IN LOCAL AREA**

- Whenever possible and practical, it is our practice to furnish school transportation to practices and contests. However, occasionally it is necessary for us to have athletes report to the site rather than furnish school transportation. In cases where athletes are asked to drive, we expect and encourage them to observe the following:
  1. Go in "convoy" with coach.
  2. Observe all traffic regulations.
  3. Practice safety.
  4. Do not overload vehicle.
  5. Take the shortest, safest route to and from site.
  6. Have driver's license on person or in car.

### **F. PROCEDURE WHEN LEAVING A SQUAD**

#### **WHEN DROPPING OR BEING DROPPED FROM A SQUAD, ATHLETES WILL:**

- Notify the Head Coach - when dropping
- Turn in all school gear the same day you drop.

### **G. INJURY REPORTS**

- Athletes injured in sports should make sure the athletic trainer has filled out an injury report and submitted it to both the Athletic Office and the Principal's office. Athletes also have the responsibility of initiating the insurance claim if injury resulted in ambulance service, doctor's care,

or hospital expenses. Remember - insurance companies have no way of knowing about an injury unless you inform them through a claim sheet.

- All claim sheets should be picked up from the district trainer.

## **H. EQUIPMENT ROOM/GYMNASIUM PROCEDURES**

### **ATHLETIC EQUIPMENT**

1. In most sports, practice and/or game equipment will be issued to athletes. Athletes will be responsible for said equipment.
2. All equipment will be returned when the athlete finishes the sport either at the end of the season or upon quitting the sport. Any equipment not returned or paid for, will cause the athlete to be ineligible to compete in the next season. Once fees and fines are paid in full, the athlete will become eligible to compete again.
3. Any equipment will be paid for by the athlete if it is lost (this includes theft), or destroyed through negligence. Cost of equipment will be determined by the Athletic Director and will be based on replacement cost of equipment. New equipment will be issued only upon receipt of payment for lost article(s).
4. School owned equipment is to be worn only at scheduled practice or games/meets.
5. Schools are prohibited by law from selling used equipment to students. Please do not ask to buy used school-owned items.

### **EQUIPMENT ROOM**

All athletic equipment will be stored in and issued from the equipment room. At no time is there to be unauthorized personnel in this room. Authorized personnel are defined as school employees (adult or student), certain specified student managers, and members of the athletic staff.

### **GYMNASIUM PROCEDURE**

1. At no time is it permissible for individuals or groups to work out in the gymnasium without authorized supervision.
2. At no time will individuals or groups be working out, jogging, or just “messaging around” while teams or squads are having an official practice session.
3. Athletes in the gymnasium for one sport practice will refrain from using equipment not specifically for their sport.
4. Athletes are not to be in the weight room without authorized adult supervision.

## **I. CITY HIGH ATHLETES CLUB, CAMP, CLINIC POLICY**

Athletes who desire to attend a camp or clinic or participate in a club sport during a sport season are to notify their respective coaches prior to the beginning of practice for that season. Athletes may not miss any City High performances or games without the following rule being implemented:

*Missing a City High game because of camp, clinic, club sport or unexcused absences may result in the athlete not playing in the next two contests at that level for each game missed. If state tournament series games are missed due to the above, the athlete can be dropped from the City High team and will forfeit his/her award.*

This policy is intended to protect the integrity of all City High teams and enhance the ethic of commitment and teamwork that participation in interscholastic athletics can provide our students. Students who are participating in a club sport during the same season as a City High sport should be in good communication with the coaching staff at all times and should complete the non-school team participation form found in this booklet.

## **J. CARRYOVER SPORTS GUIDELINES**

The following guidelines are to be followed when dealing with athletes that are completing one sport when another is beginning.

1. Concluding sport has priority. Athletes are not to be discouraged from attending practice of beginning sport after completion of concluding sport practice. Conversely, athletes are not to be penalized for completing their commitment to the concluding sport.
2. Appropriate restrictions in the beginning sport activity may be requested by the concluding sport coach for the dual sport athletes.

These guidelines are NOT intended to put the athlete in the middle of any controversy. All athletes that may be involved in the two sports should be identified prior to the start of the beginning season and parameters set at that time to ensure that athletes and parents are clear on the expectations and commitment expected of the student athletes.

## **L. PHYSICAL EXAMINATIONS**

The State Athletic Association rules require all athletes to have a physical exam before starting athletic practices each year.

Every year each student shall present to the student's superintendent or designee a certificate signed by a licensed physician, surgeon, osteopathic physician and surgeon, osteopath, or qualified doctor of chiropractic, to the effect that the student has been examined and may safely engage in athletic competition.

The certificate of physical examination is valid for the purpose of this rule for one (1) calendar year. A grace period not to exceed thirty (30) days is allowed for an expired physical.

## **INSURANCE**

City High School policy requires all athletes to be covered by insurance (health and accident).

This can be done in two ways:

1. By having family insurance. If this is the case, please indicate on the permission to practice form in the appropriate section.
2. By subscribing to insurance through the school
  - a. Football players can obtain football insurance forms from the Athletic Office or from the coach. This covers football injuries only.
  - b. All other sports can be covered by the All-Student insurance which is offered through the school each year at a nominal rate.

## **L. SPORTSMANSHIP- PLAYERS**

### **ROLE**

The role of the players in sportsmanship is second in importance only to the coach. Players are admired and respected by students of all levels as well as adult spectators. They have significant influence over the actions and behavior of spectators of all ages.

### **REQUIRED RESPONSIBILITIES**

Players will perform the following responsibilities:

1. Accept and understand the seriousness of their responsibility and the privilege of representing the school and community.
2. Learn the rules thoroughly and discuss them with parents, fans fellow students, and elementary students. This will assist everyone in the achievement of a better understanding and appreciation of the game.
3. Cooperate with the coaches and always exercise good sportsmanship by living the rules and role as stated.

4. Only the captain may communicate with the officials on the clarification of rules. It is his/her responsibility to communicate what was said back to his/her teammates and/or coach.
5. Always respect the official's judgment and interpretation of the rules. Never argue or make non-verbal gestures which indicate disagreement. This type of immature activity may incite undesirable behavior in the stands and by teammates.
6. Congratulate opponents in a sincere manner following either victory or defeat. This is a true measure of character.
7. Exercise self control at all times, accepting all decisions, unusual occurrences, and abiding by them.
8. Treat opponents with the respect that is accorded a guest or friend.
9. Shake hands with opponents prior to the contest and wish them luck.
10. Players ejected from a contest will be subject to IHSAA/IGHSAU consequences.

### **PREVENTIVE MEASURES**

#### *BEFORE*

1. Shake hands with opponents and express good luck.
2. Learn the rules.
3. Practice your coach's rules in character development.

#### *DURING*

1. Help players who are down get to their feet.
2. Shake hands after an aggressive exchange.
3. Never gesture to officials, players, coaches, or the fans in a negative manner.
4. Never disagree openly with an official or coach's decision. Carry on ethically and maturely regardless of your true feeling.
5. Shake the opponent's hand if he fouls out or extend congratulations when he is leaving the contest.

#### *AFTER*

1. Make every effort to extend a congratulatory handshake to your opponent immediately at the game's conclusion.
2. Never debate something that occurred during the game with anyone, as it is in the past.
3. Be objective when communicating to the media about the contest. Don't be controlled by your emotions.
4. Show concern for injured opponents and teammates.
5. Promote sportsmanship and your athletic experience positively whenever the opportunity is available.

### **M. LETTERS - CERTIFICATES - NUMERALS**

***In order for an athlete to win ANY award, the athlete must finish the season in good standing and turn in all school-owned equipment. Numerals and letters are provided at no charge for athletes but they must be requested from the athletic office.***

1. Freshmen
  - a. Certificate for first time and subsequent awards
2. Sophomores
  - a. Numerals and certificate for first time award
  - b. Certificate for second and subsequent awards
3. Junior Varsity
  - a. JV letter, numerals and certificate for first time award. Emblem if a senior.
  - b. Certificate for second and subsequent awards
4. Varsity
  - a. Letter, bar, numerals, emblem, and certificate for first time award
  - b. Certificate and bar for second and subsequent awards in the same sport
  - c. Certificate, bar, and emblem for awards in other sports



# Iowa City Community School District

## Educational Services Center

Stephen F. Murley Superintendent of Schools  
 1725 North Dodge Street • Iowa City, IA 52245 • (319) 688-1000 • Fax (319) 688-1009 • www.iowacityschools.org

### ADMISSION PRICES FOR HIGH SCHOOL ATHLETIC EVENTS

#### High School Student Activity Ticket

In general, allows for admission to local high school regular season athletic events sponsored by the issuing school. Not valid for tournaments ..... \$50.00  
 Honored at all regular season games for both West AND City High Schools

#### Elementary and Junior High School Athletic Season Ticket

Honored at all regular season games for both West AND City High Schools..... \$30.00

#### Gold Cards

Honored at all regular season home games for both West or City High Schools ..... \$80.00

#### Football Punch Card

Good for five games or five passes per card. \$5.00 savings per card ..... \$25.00

#### All Sports Punch Card ( Excluding Football)

\$20.00 purchases a card for admission to five regular season athletic events. .... \$20.00  
 (A savings of \$5.00 per card). Not valid for tournaments, football, baseball, or softball

#### Football Admissions

Adults ..... \$6.00  
 K – 12 Students, Senior Citizens..... \$5.00

#### Volleyball, Wrestling, Basketball, Swimming, Track & Soccer Admissions

Adults ..... \$5.00  
 K-12 Students, Senior Citizens..... \$4.00

#### Baseball and Softball

Adults ..... \$5.00  
 K-12 Students, Senior Citizens..... \$4.00



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July 2018

Dear Parent/Guardian:

The Iowa City Community School District does not provide health or accident insurance for injuries incurred by your child at school.

Please review your present health and accident insurance program to determine if it covers doctor, hospital dental bills which may result from an accident. If you have limited family insurance coverage or no insurance at all we encourage you to review the student insurance program.

As a service to parents, this year the Iowa City Community School District is making available accident insurance through Student Assurance Services, Inc. This plan will provide insurance benefits for medical expenses incurred because of an accident. An explanation of the costs and benefits can be found on the premium information.

In making application for this coverage, please read the information explaining the program carefully. The following instructions apply:

1. Print name, address and other information clearly.
2. Include the proper amount of money and print students name on the face of the check.
3. A check or money order is your best receipt. Make check or money order payable to **Student Assurance Services, Inc.**
4. **Mail the brochure and check or money order directly to Student Assurance Services, Inc.**  
Coverage does not become effective until the premium is received by Student Assurance Services, Inc.
5. All questions about the plan may be directed to **Student Assurance Services, Inc. at 1.800.328.2739 or [www.sas-mn.com](http://www.sas-mn.com)**

Thank you,

Craig Hansel  
Chief Financial Officer

## A FACT SHEET FOR PARENTS AND STUDENTS

# HEADS UP: Concussion in High School Sports

*The Iowa Legislature passed a new law, effective July 1, 2011, regarding students in grades 7 – 12 who participate in extracurricular interscholastic activities. Please note this important information from Iowa Code Section 280.13C, Brain Injury Policies:*

- (1) A child must be immediately removed from participation (practice or competition) if his/her coach or a contest official observes signs, symptoms, or behaviors consistent with a concussion or brain injury in an extracurricular interscholastic activity.
- (2) A child may not participate again until a licensed health care provider trained in the evaluation and management of concussions and other brain injuries has evaluated him/her and the student has received written clearance from that person to return to participation.
- (3) Key definitions:
  - “**Licensed health care provider**” means a physician, physician assistant, chiropractor, advanced registered nurse practitioner, nurse, physical therapist, or athletic trainer licensed by a board.
  - “**Extracurricular interscholastic activity**” means any extracurricular interscholastic activity, contest, or practice, including sports, dance, or cheerleading.

### What is a concussion?

A concussion is a brain injury. Concussions are caused by a bump, blow, or jolt to the head or body. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

### What parents/guardians should do if they think their child has a concussion?

1. **OBEY THE NEW LAW.**
  - a. Keep your child out of participation until s/he is cleared to return by a licensed healthcare provider.
  - b. Seek medical attention right away.
2. Teach your child that it's not smart to play with a concussion.
3. Tell all of your child's coaches and the student's school nurse about ANY concussion.

### What are the signs and symptoms of a concussion?

You cannot see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days after the injury. If your teen reports one or more symptoms of concussion listed below, or if you notice the symptoms yourself, keep your teen out of play and seek medical attention right away.

### STUDENTS:

If you think you have a concussion:

- **Tell your coaches & parents** – Never ignore a bump or blow to the head, even if you feel fine. Also, tell your coach if you think one of your teammates might have a concussion.
- **Get a medical check-up** – A physician or other licensed health care provider can tell you if you have a concussion, and when it is OK to return to play.
- **Give yourself time to heal** – If you have a concussion, your brain needs time to heal. While your brain is healing, you are much more likely to have another concussion. It is important to rest and not return to play until you get the OK from your health care professional.

**IT'S BETTER TO MISS ONE CONTEST THAN THE WHOLE SEASON.**

### Signs Reported by Students:

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not “feeling right” or is “feeling down”

### PARENTS:

#### How can you help your child prevent a concussion?

Every sport is different, but there are steps your children can take to protect themselves from concussion and other injuries.

- Make sure they wear the right protective equipment for their activity. It should fit properly, be well maintained, and be worn consistently and correctly.
- Ensure that they follow their coaches' rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.

### Signs Observed by Parents or Guardians:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

Information on concussions provided by the Centers for Disease Control and Prevention.

For more information visit: [www.cdc.gov/Concussion](http://www.cdc.gov/Concussion)

[http://www.iahsaa.org/Sports\\_Medicine\\_Wellness/Concussions/Iowa\\_Code\\_280\\_13C.pdf](http://www.iahsaa.org/Sports_Medicine_Wellness/Concussions/Iowa_Code_280_13C.pdf)

## **ImPACT Concussion Testing**

Each school year, high schools in the ICCSD will continue to provide ImPACT concussion testing for athletes participating in sports where contact may occur. The funds for this important tool are provided by the athletic booster clubs. ImPACT testing of City High athletes has been very successful in helping treat and return athletes safely to sports participation after a concussion occurred. This testing is done on the computer prior to, or immediately after, the sport begins practice for the season. This provides a baseline score for each athlete in case a concussion occurs. If the athlete has a concussive episode they are advised to seek medical care beginning with the athletic trainer. After a concussive episode the athlete will take a post injury test that will help objectively evaluate the concussed athlete's post injury condition. The post injury test will also allow us to track recovery for a safe return to play. If you would like more information it is available at [www.impacttest.com](http://www.impacttest.com). **Athletes that do not participate in the ImPACT testing will be treated and returned in a more conservative manner – this means the return may take longer when ImPACT testing is not available as part of the return to play data.**

A concussion is a disturbance in brain function that occurs following a blow to the head or as a result of the violent shake of the head. Concussions have a variety of signs and symptoms. There are the obvious – appears dazed/stunned, forgets plays, unsure of game or score, loses consciousness, headache, nausea, blurry vision, etc. Concussions also cause subtle symptoms that affect the ability of the brain to process information. The ImPACT test objectively evaluates the concussed athlete's post-injury condition and allows us to track their recovery for a safe return to play.

The step-wise return to play guidelines the ICCSD health services staff will follow will be:

- No activity – rest until asymptomatic
- Light aerobic exercise
- Sport-specific training
- Non-contact drills
- Full-contact drills
- Game play

Athletes that have a concussion will not be allowed to return to play until they have completed the above steps and are cleared by a Credentialed ImPACT Consultant following a successful post-injury ImPACT test. With parental permission, the athlete's results may also be reviewed by a core group of concussion specialists at the University of Iowa.

This testing is free of charge and it provides a tangible tool determining that the brain is healing after a concussive episode. The goal of this testing is to provide a safe return to sport in the most objective way possible. If you do not want your child to participate in this important diagnostic tool, you must return the bottom portion of this page to the athletic office. You may opt out of testing at any time during the season, but ultimately, the return to play will still be determined by the health professional at the school.

# **NON-SCHOOL (i.e. Club) TEAM PARTICIPATION**

***COMPLETE ONLY IF YOU ARE PLAYING A CLUB SPORT DURING A CITY HIGH SPORT SEASON***

Athletes who choose to play on a non-school team and who are members of a high school team will be allowed to participate in both programs provided they comply with the following guidelines:

1. High school games will take priority over non-school games.
2. High school practices will take priority over non-school practices.
3. With the coach's approval, non-school games may be played in lieu of high school practices.

Failure to comply with these guidelines can result in reduction in the athlete's playing time or dismissal from the high school team and subsequent ineligibility as stated by the Iowa High School Athletic Association and the Iowa Girls High School Athletic Union by-laws. It is expected that players, families and coaches will be in close and frequent communication regarding club sport practice and competition schedules in an effort to avoid conflict and allow players to participate in both activities. Information regarding this policy is also contained in the parent-athlete handbook.

\_\_\_\_\_ (Student) has permission from Iowa City High School to participate in the sport of \_\_\_\_\_ from (Date) \_\_\_\_\_ to (Date) \_\_\_\_\_ in keeping with by-law 36.15(7) of the Iowa Girls High School Athletic Union and the Iowa High School Athletic Association.

This outside activity is concurrent with the state-sponsored sport of \_\_\_\_\_ at Iowa City High School. Any participation by \_\_\_\_\_ without permission could jeopardize their eligibility.

_____ Parent Signature	_____ Date	_____ Athlete Signature	_____ Date
_____ Athletic Director Iowa City High School	_____ Date	_____ Coach Iowa City High School	_____ Date

# 2018-19 CITY HIGH SCHOOL PERMISSION TO PRACTICE FORM

NOTE: This form must be filled out and signed by parents and students, physical exam forms on file, and all fees must be paid **prior** to an athlete attending **any** practice. **PLEASE TURN IN FORM TO THE CITY HIGH ATHLETIC OFFICE.**

NAME OF ATHLETE \_\_\_\_\_ GRADE \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

My son/daughter may participate in **ALL** sports during the 2018-2019 school year: \_\_\_\_\_ Yes \_\_\_\_\_ No  
**If no**, please list sports your son/daughter may **NOT** participate: \_\_\_\_\_

1. **PHYSICAL EXAM FORM:** Iowa law dictates that all athletes must have a current physical examination form signed by a doctor on file at school prior to practice.
2. **AWARENESS OF POTENTIAL INJURY:** As the parent(s)/guardian of a City High School athlete, I/we are aware that participation in sports and/or practicing in sports may be a dangerous activity involving many risks or injury and may even result in death.
3. **HEADS UP: CONCUSSION IN HIGH SCHOOL SPORTS:** The Iowa Legislature passed a new law, effective July 1, 2011, regarding students in grades 7-12 who participate in extracurricular interscholastic activities. A fact sheet for parents and students is provided in the City High Parent/Athlete Manual and on the City High Athletic Website.
4. **CLUB SPORT PARTICIPATION:** Students and parents should be informed of the policies governing club participation during a high school sport season. Families and coaches should work closely together to avoid any loss of playing time due to missed practices or games.
5. **EMERGENCY CONSENT:** "In the event I cannot be reached, I hereby give my consent to the attending physician, trainers, and coaches to secure and administer medical aid and ambulance service. This authorization does not cover major surgery unless the medical opinions of two other licensed physicians or dentists concur for the necessity for such surgery."

\_\_\_\_\_ Yes \_\_\_\_\_ No **IF NO Please give Name and Number to call** \_\_\_\_\_

6. **SUPPLEMENTAL ATHLETIC INSURANCE: \*\* PLEASE CHECK ONE OPTION \*\***

\_\_\_\_\_ A. We do not wish additional insurance. We feel we have adequate insurance coverage.

\_\_\_\_\_ B. We will pick up an insurance form from City High School in order to purchase insurance.

THE SCHOOL DISTRICT **DOES NOT PURCHASE** ACCIDENT INSURANCE TO COVER INJURIES INCURRED BY YOUR CHILD AT SCHOOL. We encourage all families to have accident coverage on their children prior to participation in any sports or school sponsored activity. If you do not have insurance on your child, or if you have a plan with a high deductible or with limited benefits for Doctor, Hospital, or Dental bills, we encourage you to review the student insurance program. **Information needed to enroll in the insurance program is listed on the back of this sheet.**

7. **STUDENT ACTIVITY CONDUCT CODE (Summary):**

Students participating in extra-curricular activities are prohibited from possessing, using or purchasing tobacco, alcoholic beverages, or controlled substances. Loss of eligibility may also occur for engaging in activities outside the school community that would be grounds for arrest or citation in the juvenile court system, excluding minor offenses, regardless of whether the student was cited, arrested, convicted, or adjudicated for the act(s). Violation of rules throughout the calendar year whether at or away from school will result in the following action:

- **First Offense within the Student's Athletic/Activity Career** – suspension from one-third of the season's contest or performance dates with professional evaluation prior to reinstatement where applicable.
- **Second Offense within the Student's Athletic/Activity Career** – suspension from one-half the season's contest or performance dates with professional evaluation prior to reinstatement where applicable.
- **Third Offense within the Student's Athletic/Activity Career** – suspension from athletic competition for twelve (12) calendar months with professional evaluation prior to reinstatement where applicable.

If there are not a sufficient number of contests or performances remaining in a scheduled season to fulfill the terms of a suspension, the suspension balance will be carried over to the tournament series and to the next season in which the student participates

**I have read and understand the information/rules as stated above and in the 2018-19 parent/athlete manual. We have received the information provide on the concussion fact sheet titled, "HEADS UP: Concussion in High School Sports."**

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

# 2018-19 SCHOOL YEAR

## **CITY HIGH PERMISSION TO PRACTICE**

**AFTER READING THE INFORMATION AND RULES  
AS STATED IN THE PARENT/ATHLETE MANUAL,  
RETURN THIS FORM TO ATHLETIC OFFICE.**

**THIS FORM & A VALID PHYSICAL MUST BE ON FILE  
TO PARTICIPATE IN ATHLETICS AT CITY HIGH!**



**PETS PROHIBITED**  
at ALL IGHSAU/IHSAA  
Sanctioned Events

