



Dear Parent/Guardian:

Welcome! Attached you will find the **necessary** forms for your student/athlete to participate in the Riverview School District #407's/Tolt Middle School Interscholastic Athletic Program.

Please be advised that your student is not allowed, by Washington Interscholastic Activities Association rules and Riverview School District #407 policies, to participate in any practices, tryouts or games of any sport until all blanks and signatures on all pages have been completed and returned to the Tolt office. **IT WILL TAKE AT LEAST 24 HOURS UPON RECEIPT OF THE CORRECTLY COMPLETED FORMS IN ORDER FOR TOLT TO CLEAR YOUR STUDENT/ATHLETE TO BEGIN PARTICIPATING.**

To support our athletic programs, all student/athletes must purchase a *Tolt ASB card, which costs \$20.00*. This card needs to be purchased before your student/athlete participates in her/his first practice. *Also, all student/athletes must pay an \$80.00 participation fee before the first Monday following the beginning of the respective sport or forfeit the right to participate. There is a \$160.00 maximum participation fee per student/athlete and a \$320.00 family cap for athletic programs at Tolt during a school year.*

Tolt Middle School and the Riverview School District #407 strongly encourage you to make copies of all the enclosed documents after you have read and signed them for your own personal records prior to returning them to Tolt.

Thank you for your cooperation in helping promote a safe and organized athletic program. If you have any questions, please feel free to contact me at 425-844-4600.

Sincerely,

Sharon Gray
ASB/Athletic Secretary

RIVERVIEW SCHOOL DISTRICT ACTIVITY CODE OF CONDUCT CEDARCREST HIGH SCHOOL and TOLT MIDDLE SCHOOL

Activities are planned and organized to ensure equal learning opportunities for all participants. Emphasis is placed on sportsmanship, teamwork, skill development, respect, responsibility, and effort. Our goal is to have participants leave our programs as responsible citizens who are able to work with others, give their best effort and to be resilient in a changing world.

I. ACTIVITIES

The Riverview School District (RSD) Activity Code of Conduct programs are completely voluntary. Students/athletes elect to participate and must accept the responsibilities that accompany that privilege. In addition to the rules governing the activities outlined in this contract, every student/athlete must abide by the RSD Board Student Conduct/Discipline Policy #3100. An activity season shall be determined by the Washington Interscholastic Activities Association (WIAA) season calendar for each specific activity. The following RSD activities are covered by this code:

CEDARCREST HIGH SCHOOL

FALL	WINTER	SPRING	OTHER
Cross Country	Boys Basketball	Baseball	*Band(s)
Football	Girls Basketball	Fastpitch	Cheer
Girls Soccer	Wrestling	Girls Golf	*Choir(s)
Volleyball		Boys Golf	Drill
		Track and Field	Dance
		Boys Soccer	*ASB
			*Clubs

TOLT MIDDLE SCHOOL

FALL	WINTER ONE	WINTER TWO	SPRING
Cross Country	Girls Basketball	Boys Basketball	Track and Field
Football	Wrestling	Girls Soccer	
Volleyball			

*The RSD Activity Code of Conduct will be in effect for these activities only if in competition with other Washington Interscholastic Activities Association (WIAA) members in WIAA sanctioned activities and will not be required to have a medical evaluation report. In addition to this policy, prior to the first day of practice each participant of the above named activities will have the "Activities/Athletic Clearance Information Folder" on file with the Athletic Director. Club/Team rules will supersede this document.

II. STUDENT/ATHLETE ATTENDANCE AND BEHAVIOR

1. A student/athlete must be in school for the entire school day that she/he is enrolled in order to participate in an activity, competition or practice that day. Exceptions may be granted for excuses such as medical, dental, court appearances, family emergencies, pre-excused school related activities, or any other circumstance the Athletic Director or Administrator deems appropriate. **The Athletic Director or Administrator must approve any exception and should be notified prior to the absence.** Students/athletes on suspensions may not practice or engage in an activity.
2. At the high school level truancy is defined as any amount of time away from class without proper authorization.
3. If a student/athlete is absent the last school day of the week, and the next competition is on a non-school day, the parent/guardian must call the school and notify the Athletic Director or Administrator to explain the absence or the student/athlete will not be allowed to participate.
4. Behavior violations requiring administrative actions are established in the RSD Board Student Conduct/Disciplinary Policy #3100. Violations will be addressed using standard school discipline. Advisors and Coaches will also be notified.
5. Advisors and Coaches set individual and team expectations. Failure to adhere to these expectations or a lack of respect toward self or others could result in suspension or dismissal from the activity. Further, no individual or team expectations can supersede the RSD Activity Code of Conduct.

III. GENERAL REGULATIONS

1. Washington Interscholastic Activities Association rules apply in all cases of eligibility, transfer, physical examinations, insurance coverage, starting dates, and in use of school equipment.
2. Letters and Awards will be based on individual team criteria.
3. An athlete who has been injured and has received medical treatment cannot participate until a signed release from a health care provider is presented to the Athletic Trainer or Athletic Director. The release form will be kept on file by the Athletic Department.
4. Participants are responsible for any school-owned property checked out to the individual. The replacement for loss or repair of this property due to misuse or negligence will be the responsibility of the participant and her/his parent/guardian.

5. Participants are expected to attend all scheduled practices, meetings, contests and performances whether or not school is in session.
6. Participants must travel on school transportation to and from contests or performances away from the RSD when transportation is provided by the school, unless prior approval is granted by the Advisor or Coach.

IV-A. ACADEMIC STANDARDS (as applied to a Cedarcrest High School student/athlete)

1. The student/athlete must have passed all classes that she/he was enrolled in during the previous semester. Incoming 9th graders must have passed all of their classes at the conclusion of their 8th grade year in order to be eligible for Fall activities and sports. Failure to do so means the student/athlete will be able to practice but not compete for 5 school weeks. Probation begins on the first academic week of the school year. WIAA rule states that a full week must be a minimum of 3 days. If after 5 weeks, the student/athlete is not passing all classes, she/he shall be ineligible for the remainder of the season. A student/athlete who retakes and passes a failed class during summer school will have eligibility reinstated at the start of the Fall season.
2. To maintain eligibility, the student/athlete must be earning passing grades in all classes. Participants' grades will be checked weekly by the Athletic Director.
 - a. If at any time a participant is not earning a passing grade, the participant will be allowed to practice and participate in interscholastic competition for a two week probationary period.
 - b. If at the end of a two week grade check the participant is not passing all classes; the participant will be allowed to practice but not participate in interscholastic competition for two weeks.
 - c. If at the end of a four week grade check the participant is not passing all classes, the participant will be removed from the team. Any participant who is placed on the non-participate list twice for the same class during a season, will be removed from the team.

IV-B. ACADEMIC STANDARDS (as applied to a Tolt Middle School student/athlete)

1. A student/athlete shall be passing all classes to be eligible for competition. Grades will be checked weekly through the Athletic Director's office beginning with the second week of each sports season. Any student/athlete found not to be maintaining scholastic standards will be placed on probation and suspended from competition for a period of one week beginning with the following Monday through Saturday. The Athletic Director's office or Coach will have a conference with all identified student/athletes. The student/athlete is still required to attend practice, but will not be allowed to (suit up for) participate in competition or travel with the team to away contests.
2. A student/athlete placed on probation will have grades checked weekly through the Athletic Director's office. Tolt recognizes it is the responsibility of the student/athlete to take the necessary measures to improve their grades. Should a student/athlete on probation raises all grades to passing, the student/athlete is eligible to participate in competition after the week of probation is completed. If a student/athlete has a failing grade (on probation) for two consecutive weeks, the student/athlete must attend a supervised study session, if available. If the student/athlete chooses not to attend an available study session, she/he will be dropped from the team.
3. A grade of "Satisfactory" may be used for a grade check and is considered passing. Calculating a grade as "Satisfactory" is up to the discretion of the teacher.
4. A grade of "Incomplete" shall be considered a failing grade. However, the student/athlete will be eligible to compete immediately upon successful completion of work, when that work changes the "Incomplete" to a passing grade. Calculating a grade as "Incomplete" is up to the discretion of the teacher.

V. ALCOHOL; CONTROLLED SUBSTANCES; ILLEGAL USE OF LEGEND DRUGS; AND TOBACCO (CONSUMPTION, POSSESSION, TRAFFICKING, USE, ETC.)

This section of the code applies 24 hours a day throughout the season. When student/athletes are off campus where illegal use of alcohol, a controlled substance, and/or drugs is occurring, participants who do not leave the situation immediately are in violation of the RSD Activity Code of Conduct policy. Should a violation occur at a RSD facility or at a school-approved activity off-campus, the standard school discipline sanction will also be invoked. Offenses under this category will be cumulative throughout the student/athlete's RSD career.

Alcohol, Drugs, Paraphernalia and Illegal use of Legend Drugs (drugs that are legal only through prescription)

1st offense: Student/athlete will be excluded from practice and competition for 60 participation days. This can be reduced to 20 participation days if a student/athlete participates, at the parent/guardian and or student/athletes own expense, in a school-approved assessment program and follow the recommendations of the assessment. (A participation day is defined as a day in which a team has a regularly scheduled practice or competition.)

2nd offense: Any second code violation will result in the student/athlete being suspended from participation for one calendar year from the date that the Administration validates it to be a code violation. (A participation day is defined as a day in which a team has a regularly scheduled practice or competition.)

3rd offense: A third code violation by a current sixth, seventh or eighth grader will result in loss of eligibility for the remainder of the student/athlete's middle school career and through her/his ninth grade year. Any subsequent violation will result in the loss of eligibility for the remainder of the student/athlete's high school career. A third code violation by a current high school student/athlete will result in exclusion from participation in all activities covered by this code for the remainder of her/his high school career. (A participation day is defined as a day in which a team has a regularly scheduled practice or competition.)

Tobacco

1st offense: Student/athlete may not practice or compete for 10 participation days from the day of the violation. (A participation day is defined as a day in which a team has a regularly scheduled practice or competition.)

2nd offense: Student/athlete may not practice or compete for 60 participation days. This can be reduced from 60 to 20 participation days if the student/athlete enrolls and completes a school-approved tobacco education class. (A participation day is defined as a day in which a team has a regularly scheduled practice or competition.)

VI. ATHLETIC PARTICIPATION CLEARANCE REQUIREMENTS

The following check list is provided to assist student/athletes in meeting the requirements to participate in any activity. The following must be on file in the athletic office:

- Completed and signed Athletic Clearance Information Packet
- Completed Physical Examination Form
- Purchased ASB card
- Paid Participation Fee and all fines cleared
- Read and signed Concussion Information Sheet
- Completed and signed Emergency Information Card including insurance documentation and RSD Activity Code of Conduct understanding and agreement

VII. GRIEVANCE/APPEAL PROCEDURES/DUE PROCESS

Student/athletes and/or parents/guardians who have a concern with any facet of the RSD Activity Code of Conduct must follow these procedures:

1. The student/athlete should first contact the Advisor or Coach to discuss the situation. Face to face communication during regular school hours is always the preferred method.
2. If resolution is not found, parent/guardian should contact the Advisor or Coach to discuss the situation.
3. If necessary, following discussion with the Advisor or Coach, parent/guardian should contact the Athletic Director or the ASB Advisor to discuss the situation.
4. If you feel aggrieved after completing the above actions (steps 1 through 3), you may request an informal conference with the Principal for the purpose of resolving the grievance. If you are not satisfied with the building level conference outcome, you may, upon two (2) school business days' prior notice, present your written and/or oral grievance to the District Hearing Officer.
5. If the grievance is not resolved with the District Hearing Officer, the parent/guardian and student/athlete, upon two (2) school business days' prior notice, shall have the right to present a written and/or oral grievance to the Board of Directors during the Board's next regular meeting. A closed meeting may be held for the purpose of considering the grievance. The Board shall notify the student/athlete, parent/guardian of its response to the grievance within ten (10) school business days after the date of the meeting.

Please note above decisions made by district personnel (Advisor, Coach, Athletic Director, Principal and District Hearing Officer) shall continue notwithstanding implementation of the grievance procedure unless the Principal or designee elects to postpone such action.

Revised: June 22, 2010

**RIVERVIEW SCHOOL DISTRICT ACTIVITY CODE OF CONDUCT
CEDARCREST HIGH SCHOOL & TOLT MIDDLE SCHOOL
Concussion Information Sheet**

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:

<ul style="list-style-type: none"> • Headaches • “Pressure in head” • Nausea or vomiting • Neck pain • Balance problems or dizziness • Blurred, double, or fuzzy vision • Sensitivity to light or noise • Feeling sluggish or slowed down • Feeling foggy or groggy • Drowsiness • Change in sleep patterns 	<ul style="list-style-type: none"> • Amnesia • “Don’t feel right” • Fatigue or low energy • Sadness • Nervousness or anxiety • Irritability • More emotional • Confusion • Concentration or memory problems (forgetting game plays) • Repeating the same question/comment
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Signs observed by teammates, parents and coaches include:

<ul style="list-style-type: none"> • Appears dazed • Vacant facial expression • Confused about assignment • Forgets plays • Is unsure of game, score, or opponent • Moves clumsily or displays incoordination • Answers questions slowly • Slurred speech • Shows behavior or personality changes • Can’t recall events prior to hit • Can’t recall events after hit • Seizures or convulsions • Any change in typical behavior or personality • Loses consciousness
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**RIVERVIEW SCHOOL DISTRICT ACTIVITY CODE OF CONDUCT
CEDARCREST HIGH SCHOOL & TOLT MIDDLE SCHOOL
Concussion Information Sheet**

What can happen if my child keeps on playing with a concussion or returns to soon?

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athlete will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student-athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion should 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 medical clearance. Close observation of the athlete should continue for several hours. The new "Zackery Lystedt Law" in Washington now requires the consistent and uniform implementation of long and well-established return to play concussion guidelines that have been recommended for several years:

"a youth athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time"

and

"...may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received written clearance to return to play from that health care provider".

You should also inform your child's coach if you think that your child may have a concussion Remember its better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

For current and up-to-date information on concussions you can go to:

<http://www.cdc.gov/ConcussionInYouthSports/>

Student-athlete Name Printed

Student-athlete Signature

Date

Parent or Legal Guardian Printed

Parent or Legal Guardian Signature

Date