



Kankakee Valley High School

2019-2020

Athletic Handbook

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ATHLETIC COUNCIL

The members of the Athletic Council shall consist of the Athletic Director and Varsity coaches. The Athletic Trainer is invited to attend as a non-voting observer. The Athletic Council shall act as an advisory committee for the administration of the athletic program.

CODE OF CONDUCT

The KVHS athlete is expected to represent our school and community in an exemplary manner before, during, and after school hours, as well as during an athletic contest and summer recess. Students participating in the athletic program, at all levels, are required to abide by the rules and regulations established by the KVHS Student Handbook, the IHSAA By-Laws, and any additional team guidelines of their coach.

ELIGIBILITY

1. Academic

A Kankakee Valley student is eligible to participate in an interscholastic athletic event as a Kankakee Valley team member if he/she has met the following criteria:

- a. The student must pass five (5) full credit classes from the previous grading period. Semester grades have preference over second and fourth grading periods. IHSAA rules and regulations will be followed.
- b. The student is required to maintain a schedule which includes at least five (5) full credit classes. If a withdrawal or expulsion results in the student maintaining less than five (5) full credit classes, he/she will immediately become ineligible.
- c. It is necessary for the student to pass at least five (5) full credit classes; otherwise, he/she will not be allowed to practice or participate in contests. Students that were previously academically ineligible and currently passing all their courses would be allowed to begin a new practice season, but will not participate in a contest till the end of the marking period verification.

2. Home School Athletes

- a. Home school athletes must maintain a curriculum schedule of a minimum of five (5) state approved courses.

- b. Home school athletes must take courses and attend Kankakee Valley High School for half of each school day.
- c. All school rules and regulations apply to the athlete.
- d. Accurate records of dates and times of instruction/homework must be available to the Corporation office by the tenth day of each month. The end of the grading periods and semesters will need to match the current school year's calendar.

3. Try outs

When the number of allowable team members is an issue and coaches must hold tryouts, all athletes are expected to tryout audition for the team. When an athlete misses the scheduled evaluation, the following guidelines must be followed in order to allow an individual to try out for the team:

- a. In case of injury or illness, a doctor's note must be presented showing the athlete has been cleared to participate. He/she will have the same number of days to try out for the team as everybody else. At no time will an athlete that has already made the team be removed due to an additional player being added late.
- b. If the athlete has moved into the district he/she will be able to attend a form of try outs once the transfer process has been completed. Again, at no time will an athlete that has already made the team be removed.
- c. If the athlete is suspended at the time of try outs, his/her's eligibility will be initially determined by the head coach. If allowed, the case is then presented to the Athletic Council for discussion. Once the Athletic Council grants the try out, the head coach will formulate a transition plan that must be sanctioned by the athletic director. This proposal must clearly state the process for admitting the individual for team participation. Items affecting this decision include participation in practices and games, along with overall conduct not only during school but at practices as well. At no time will an athlete that has already made the team be removed.
- d. Any athlete serving an expulsion at the time of try-outs will not be allowed to participate on a team during that season.
- e. In special circumstances the school administration may approve an athlete to try out.

GENERAL GUIDELINES

1. The expectation of a Kankakee Valley student athlete is to demonstrate behavior that reflects pride to not only themselves but their school, parents, and community.
2. The use of profanity is not acceptable as a representative of KVHS athletics.
3. The athlete is expected to be orderly, cooperative, courteous, and display good citizenship.
4. An athlete must attend school all day to be eligible to participate in a practice session or a scheduled contest unless special permission is given by the administration. Student athletes who miss more than one (1) class period with a parent note will be allowed to practice or play in a scheduled contest on the day of the absence. Student athletes who receive an unexcused absence will not be allowed to attend a practice session or a scheduled contest on the day of the absence. Athletes are expected to follow the attendance guidelines defined in the current Kankakee Valley High School Handbook.
5. Injuries must be reported to the coach/trainer. The trainer will determine if an accident report needs to be filled out and then will distribute copies of the report to the parties involved.
6. All athletes are encouraged to support each athlete, coach, and team from all KVHS sports. This includes when using social media.
7. An athlete must ride to and return from away events in transportation provided by the school.
Exception: The athlete may ride to and from away events only with their parents/guardians if granted permission by the coach. For an athlete to ride home from or to an away meet with any other person, they must be granted permission from the administration. A written note signed by the athlete's parent/guardian must be presented to the athletic director prior to the day of the event.
8. Each athlete is required to take care of the athletic equipment. The equipment may be used only during a practice session or a scheduled contest unless special permission is given by the administration.
9. An athlete is responsible for any damage/vandalism to any part of the school or athletic facility. This includes complete payment for materials and labor due to any such act.
10. An athlete may drop out of a sport and go to another sport before the first regularly scheduled contest. After the first regularly scheduled contest, the athlete will need the consent of the head coaches involved and the approval of the Athletic Director.

11. If an athlete is cut from a squad, he/she may go to another sport with the consent of the receiving coach involved and the approval of the Athletic Director.
12. A student who is serving an out-of-school suspension is not permitted to attend practice or contests on the days of the suspension. A student who is serving an in-school suspension is permitted to attend practice or contests on the days of the suspension.
13. Student athletes will be expected to meet the KVHS standards for dress code. This includes athletic t-shirts, sweatshirts etc. All athletic logos must be school appropriate.
14. Digital media, including social networking accounts, can be used by the administration when dealing with violations of year round training rules.
15. When the start of school is delayed due to inclement weather (fog, snow, etc.) or some other cause, all before school practices will be canceled. Exception: If students have already arrived at the school prior to the notification of a delay, the students have the option of remaining at the school for practice or calling their parents for permission to return home. In the event of a school closing due to inclement weather (fog, snow, etc.) or some other cause, practices/games will be decided on a case by case basis. If school is canceled, ALL activities are automatically canceled unless the Superintendent decides otherwise.
16. KVHS athletes can be tested for drugs on a random basis.

COMMUNICATING WITH THE COACHING STAFF

We understand that parents have great interest in the welfare/success of their child and it is possible, from time to time, that disagreements between the coaches and the parents may occur.

- All issues should FIRST be dealt with between the athlete and the coach directly (not through a teammate or parent).
- If needed, parents are urged to make an appointment with the coaches to share their concerns. In the event that acceptable solutions cannot be secured, the parent should then request an appointment with the Athletic Director.

We encourage open dialogue between our coaches, players, and parents. However, there are limits:

1. Playing time/strategy are not appropriate topics for discussion between coach and parent. There can be, however, appropriate topics of conversation between a player and his/her

coach. Please encourage your athlete to speak directly with the coach when these matters arise.

2. If your child is unable to resolve the problem by speaking with the coach, let the coach know you, as a parent, would like to speak and set up a time to do so. **Discussions will not take place immediately before, during, or immediately after games or practices; it is best to wait/allow 24 hours.** The previously mentioned times are when coaches are busy focusing on and tending to the needs of the team, school, and IHSAA officials.
3. Prior to requesting a meeting with a coach, please discuss the matter with your child. The coaching staff will not meet with you unless you have already had a conversation with your child. Make sure *your* concerns are also *their* concerns.
4. Discussions between coach and parent cannot, and will not, include the names of other players.
5. We expect our parents to support us and to treat the referees and all players, fans, parents, and coaches with respect.

YEAR-ROUND TRAINING RULES

A student athlete or manager who represents Kankakee Valley High School must exhibit the highest standards of personal behavior at all times. When the student becomes an athlete or manager, he/she takes on a special responsibility for exemplary conduct because there will be times when he/she will be representing our high school in other communities as well as his/her own.

The year-round period for training rules shall be from July 1 to June 30 of the handbook year. The rules are as follows:

1. The possession/use of tobacco in *any form* is strictly prohibited. This includes hookah pipes and electronic devices.
2. The use/possession of alcohol/illegal drugs is prohibited. When a student athlete finds himself/herself in a situation where underage drinking is taking place/an illegal substance is being used, he/she must leave immediately. Failure to leave immediately will result in a violation of the athletic code. Student athletes are not expected to make a decision that compromises their safety, yet are expected to use good judgment.

3. Being found guilty of violating city, state, or federal codes/laws is prohibited, including theft and vandalism. Depending on the violation, minor traffic violations are an exception to this rule.
4. Bullying and harassment of any sort, including through social media, will not be tolerated. This offense will be excluded from the honesty policy. Continued actions will be handled per the Kankakee Valley High School student handbook.

The disciplinary actions for violation of the above rules are:

First offense

Honesty Policy: If a student athlete or parent self-report an Athletic Handbook violation or if the student athlete is honest with the Athletic Director when first questioned about the situation, the penalty will be a suspension of 20%. This is a one (1)-time policy and cannot be used after the initial suspension.

Alternative: Suspension from 35% of the first scheduled contests. The suspension will be assessed by the Athletic Director. The suspension may carry over from one (1) season to another and, if out of season, for the next event season in which the participant will perform. If a student athlete has an existing violation and joins another sport, he/she has to finish the entire season in order for credit to be given. The athlete will be required to practice during the suspension period.

Second offense

Suspension from 50% of the first scheduled contests. The suspension will be assessed by the Athletic Director. The suspension may carry over from one season to another and, if out of season, for the next event season in which the participant will perform. If a student athlete has an existing violation and joins another sport, he/she has to finish the entire season in order for credit to be given. The athlete will be required to practice during the suspension period.

Third offense

The student athlete will not be permitted to participate for a period of 365 calendar days once notified by the Athletic Director. The athlete is not permitted to attend practice sessions during the suspension period.

AWARD SYSTEM

The athletic awards are given by Kankakee Valley High School in recognition of participation by the student in the athletic program.

An award will be given only for participation on a Kankakee Valley team sanctioned by the IHSAA.

In order for an athlete to qualify for an athletic award, he/she is required to complete the entire season in good standing as directed by his/her coach and with the approval of the Administration. The athlete must return all athletic equipment and pay for any missing equipment before the athlete will receive an award.

The protocol for the discretionary decision for an athlete to be awarded a major or minor is as follows:

1. Coach of the Sport
2. Athletic Council
3. Athletic Director
4. Principal
5. Superintendent
6. Board of School Trustees

All athletic awards will be presented during the respective athletic awards programs.

A student may earn athletic awards by serving as a manager or participating as an athlete. A student manager shall receive a minor award for each of his/her first two (2) sports. Thereafter, a major award shall be given for each varsity sport. A student manager is classified under all other student athlete requirements to earn a minor or major award.

Major Award

Upon earning his/her first major award, the athlete or manager will be presented with his/her seven (7) inch KV letter and a major honorary varsity award certificate. For each additional major award, the athlete will receive a major honor award certificate. If upon earning his/her second major award, the athlete has not yet been presented with his/her numerals, numerals will be awarded with the second major award.

Majors will be awarded by each individual sport based on required participation as follows:

Football	50% of total varsity quarters
Volleyball	50% of total varsity team matches
Golf	3 varsity matches
Soccer	75% of total varsity halves
Cross Country	Must finish in Kankakee Valley's top 7 in 50% of total varsity meets
Tennis	75% of total varsity matches
Track	75% of total varsity meets
Basketball	25% of total varsity quarters
Wrestling	50% of total varsity matches
Swimming	50% of total varsity meets
Baseball/Softball	40% of total varsity innings; pitchers must participate in 20% of total varsity innings

The Head Coach may appeal to the Athletic Council in cases where an injury prevented the athlete from meeting the required percentage, or when special circumstances should be considered for a major award.

Minor Award

A minor award is awarded to those athletes or managers who do not qualify for a major award. Upon earning their first minor award, the athlete or manager will be presented his/her numerals (if not yet received) and a minor honorary junior varsity or freshman certificate. For each additional minor award, the athlete or manager will receive a minor honorary junior varsity or freshman certificate. In the sports which have a junior varsity and freshman team, the athlete will receive the appropriate certificate. In all other sports that do not have a junior varsity/freshman team, the athlete will receive a junior varsity certificate.

Honor Jackets

Effective with the graduating class of 2010 and thereafter, the KV Athletic Booster Club will not purchase or reimburse for any honor jackets.

Other Special Awards

- A student athlete who participates (individually or as a member of a team) in the state final of an IHSAA state tournament shall receive a chenille patch as a special award.
- Each athlete receiving state recognition on an approved state all-star team or first team all-state will receive a chenille patch as a special award.
- A blanket award with a twelve (12)-inch **KV** will be awarded to the athlete or manager who earns 10 major awards in his/her high school career.
- A student athlete who is a member of a conference championship team or an individual conference champion shall receive a chenille patch as a special award.

IHSAA ELIGIBILITY RULES

To be eligible to represent your school in interschool athletics:

1. The individual must be a regular, bona fide student in good standing in the school you represent and have enrolled no later than the fifteenth day of the current semester.
2. a. There shall be 10 separate days of organized practice in that sport under the direct supervision of the high school coaching staff in that sport by each player proceeding the date of participation in interschool contests. Only one (1) practice may be counted for any one (1) day. Girls Golf requires only two (2) practices prior to participation.
- b. Individual student athletes moving directly (within one (1) week) from one (1) sport season to the next sport season may be eligible to participate in a following season contest after five (5) separate days of organized practice under the direct supervision of the high school coaching staff in that sport.
- c. Individual student athletes who, having completed ten (10) separate days of organized practice under the direct supervision of the high school coaching staff in a sport, are permitted to tryout for a second sport during the same sport season may be eligible to participate in an interschool contest after five (5) separate days of organized practice under the direct supervision of the high school coaching staff in the second sport. If the

original sport was golf, this rule does not apply and the student athlete must compete (10) ten separate days of practice.

3. A student who is or shall be twenty (20) years of age prior to or on the scheduled date of the IHSAA state finals in a sport shall be ineligible for interschool athletic competition in that sport. A student who is nineteen (19) years of age on the scheduled date of the IHSAA state finals in a sport shall be eligible as to age for interschool athletic competition in that sport.
4. A student must have been enrolled in his/her present high school last semester or at a junior high school from which KVHS receives its students:
 - a. Unless you are entering the ninth grade for the first time.
 - b. Unless you are transferring from a school district or territory with a corresponding bona fide move on the part of your parents.
 - c. Unless you are a ward of a court; you are an orphan; you reside with a parent with legal custody; your former school closed; your former school is not accredited; your transfer was pursuant to school board mandate; you attended in error a wrong school; you transferred from a correctional school; you are emancipated; you are a foreign exchange student under an approved NASSP program. You must have been eligible from the school from which you transferred.
 - d. Must not have been enrolled in more than eight (8) consecutive semesters beginning with the ninth grade.
5. A student must be an amateur (i.e., have not participated under an assumed name; have not accepted money or merchandise directly or indirectly for athletic participation; have not accepted awards, gifts, or honors from colleges or alumni; have not signed a professional contract.).
6. A student must have filed with the athletic office each year, between April 1 and your first practice, your completed IHSAA Physical Form and Consent and Release Certificate. All other required forms can be found online <https://kankakeevalley-in.finalforms.com>
7. A student must not have transferred from one school to another for athletic purposes as a result of undue influence or persuasion by any person or group.
8. A student must not have received, in recognition of your athletic ability, any award not approved by your Athletic Director or the IHSAA.
9. A student must not accept awards in the form of merchandise, meals, cash, etc.

10. A student must not participate in an athletic contest during the IHSAA authorized contest season for that sport as an individual or on any team other than their school team (See IHSAA Rule 15-1A). (Exception for outstanding student athlete – See IHSAA Rule 15-1b.)
11. A student must not reflect discredit upon your school nor create a disruptive influence on the discipline, good order, moral, or educational environment in your school.
12. Students with remaining eligibility must not participate in tryouts or demonstrations of athletic ability as a prospective college student-athlete. Graduates should refer to college rules and regulations before participating.
13. A student must not participate with or against a student enrolled below grade nine (9).
14. A student must, if absent five (5) or more days due to illness or injury, present to your Athletic Director written verification from a licensed physician stating that you may participate again.
15. A student must not participate in camps or clinics during the IHSAA authorized season. Please consult your coach or the athletic director for regulations regarding participation in open gym, Intramural, AAU, and Club Organizations during authorized contest season, during the school year out of season, and during the summer.
16. This is **ONLY A SUMMARY OF THE RULES.** Contact your school officials for further information before participating in athletic activities outside your school's athletic department.

MORATORIUM

Effective 2004-2005, each member school shall observe a moratorium week during the week which includes July 4th, either IHSAA calendar Week 52 or Week 1. During this six (6) day period, there shall be no contact between athletes and coaches, and no athletic activities, including conditioning, conducted.

INSURANCE

All athletes will be responsible for obtaining their own medical insurance. The IHSAA does not require athletes to have medical insurance to participate. If the student does not have medical insurance, please check the appropriate box on the physical form.

ATHLETIC EVENT CANCELLATIONS

Log onto www.kvhsathletics.com. From here you can sign up by clicking on the alerts box to get notifications via text message or e-mail. When an event is cancelled you will receive a message to either your phone, e-mail or both. Another way to receive cancellation messages is to go on www.eventlink.com and click on **create an account**. Select Kankakee Valley High School, and then select the teams you want to receive messages from. Once signed up you will either get an email or text notifying you of schedule changes for the sports you signed up for.

ATHLETIC FORMS

Every athlete should have the following turned into the athletic office prior to the first practice:

- Physical Form (dated after April 1) Athletic Department will need the actual paper copy from Doctor.
- Concussion and Sudden Cardiac Arrest Acknowledgement Form. On Final Forms.
- Athletic Office Emergency Form. On Final Forms.
- Handbook Acknowledgement Form. On Final Forms.
- Franciscan Sports Medicine Forms. On Final Forms.
- IHSAA Physical & Eligibility Rules. On Final Forms.

Signing the Handbook Acknowledgement Form is also an agreement to the school's drug test policy. If you need to fill out any of the above mentioned forms please go to <https://kankakeevalley-in.finalforms.com> to digitally fill out the forms.