

*Alton*  
*High School*  
Home of the Redbirds

Athletic Handbook

Code of Conduct  
IHSA Performance-Enhancing Drug Testing

These forms must be read and signed by both the student-athlete and his/her parents or guardians each year.

## **Introduction and Statement of Philosophy**

The Board of Education, the community, and the administration and staff of Alton High School believe athletics are an important supplement to our schools' program, providing experiences that will enhance opportunities for personal growth. Further, that good citizenship and personal responsibility are among the worthiest of objectives to which we hope our students will aspire. The Board, Administration, and staff also believe that it is a privilege to participate in athletics. Therefore, students who choose to represent Alton High School as members of athletic teams shall be held to the highest standards.

## **Athletic Rules and Regulations**

### **Athletic Objectives**

- A. To balance athletics with all other student academic responsibilities and considerations.
- B. To encourage, build, and promote both the individuals' moral character and physical development.
- C. To develop in each participant a feeling of pride, a sense of accomplishment, and a desire to excel within the ethics of the sport.
- D. To develop excellent athletic teams of which the participants, school, and community can be proud.
- E. To promote a high regard for hard work, good citizenship and good sportsmanship.
- F. To promote alcohol and drug free activities for all students.

### **Eligibility**

The student-athlete must meet the scholastic and other requirements set by the Illinois High School Association (IHSA) in order to compete in extra-curricular activities at Alton High School. Each year students must provide proof of insurance, a medical consent form, a physical examination and signed pledge sheets from the code of conduct and performance-enhancing drug testing. A physician's release may be required following serious illness or injury. Additionally, academic eligibility will be checked weekly throughout the season.

### **BECOMING ELIGIBLE AFTER PERIOD OF INELIGIBILITY**

A student who is ineligible for a semester is ineligible until the day the high school certifies the semester grades for all students in the school. (By-law 3.022)

### **HOMEBOUND INSTRUCTION**

Homebound work can count if the student receives credit toward graduation for the work taken under homebound instruction. (By-law 3.022)

### **PASSING 2.5 CREDIT HOURS**

All students participating in an IHSA-sanctioned activity must meet minimum eligibility requirements set by the IHSA. Alton High School has a high academic expectation for our student-athletes. The IHSA also allows schools to set higher academic requirements for eligibility. The IHSA policy is a semester by semester policy as well as a weekly eligibility check during the individual sport season. The IHSA requires all student-athletes to pass 2.5 credits (5 classes) for the previous semester to be eligible for the following semester. They also require that students be enrolled in 2.5 credit hours (5 classes) each semester to be eligible to participate in an IHSA sponsored sport or activity.

The IHSA in-season academics expectation is for our student-athletes were they will be expected to be passing at least 2.5 credit hours or the equivalent of 5 classes each week. The Athletic Department will conduct a grade check each week during the student-athlete's participation in a particular sport. If the student-athlete is not passing at least 2.5 credit hours this will lead to him/her being held out of athletic contests for an entire week. This check will be completed on a Friday and ineligibility period will be from Monday through Sunday the following week. Keep in mind coaches determine playing time and they can have higher expectations when it comes to academic expectations within their programs.

In a school where .5 credit is the basic credit allocation for an academic course, a student took five (5) subjects and passed four (4). The student is not scholastically eligible. The student is ineligible for the succeeding semester. (By-law 3.022)

\*\*Note also that the term "credit hours" as used in By-laws 3.021 and 3.022 relates to the quantity of credit assigned to the student's work rather than to clock hours of class attendance.

\*\*\*Students enrolled in Night School at Alton High School are not allowed to participate in athletics at Alton High School

### **CREDIT FOR PHYSICAL EDUCATION**

If the school grants the same credit for one semester of physical education as it grants for one semester in a standard academic subject, then physical education may be counted toward eligibility like any other subject. If physical education receives less than the standard academic credit, it may be counted toward eligibility only in proportion to the amount of credit it is granted. If, for example, one-fourth (.25) credit per semester is granted for physical education, it may be counted as 2.5 credit hours of high school work toward scholastic eligibility and not as 5.0 credit hours like the standard academic course. (By-law 3.022)

### **WITHDRAWN "PASSING"**

The student must pass twenty (2.5) credit hours of high school work for that semester in order to be scholastically eligible in the next semester. "Withdrawn passing" is not considered to be passing work for the semester. This student will be ineligible for the spring semester unless the record shows that he/she passed and received credit toward graduation for at least twenty (2.5) hours of high school in the fall semester. (By-laws 3.022 and 3.024)

### **COLLEGE WORK**

College/junior college level courses may be counted for scholastic eligibility, provided the student's high school accepts it and grants it credit toward high school graduation. (By-law 3.025)

### **SUMMER SCHOOL LIMITATIONS**

There is no specific limitation to how many summer school credit hours a student can earn. Summer school work may be counted toward scholastic eligibility for the ensuing fall semester provided it is completed by the time the fall semester begins and is granted credit toward graduation by the student's high school. (By-law 3.022)

## **ACADEMIC ELIGIBILITY OF OUT-OF-STATE TRANSFER**

When a student who lives in another state and is eligible according to the academic standards of that state transfers to Illinois, but does not meet the IHSA's eligibility standards by the work taken in the previous state, the student would be granted eligibility upon enrollment at a member school if eligible under the standards in the state from which the transfer has occurred. However, the student would have to begin immediately meeting the IHSA requirements to retain eligibility. (By-laws 3.021 and 3.022)

When a student transfers from one state to a member school and is scholastically ineligible according to that state's academic standards, the student would be ineligible for the duration of the term of ineligibility imposed at the school from which he/she transferred. The student would then have to comply with IHSA academic eligibility standards before becoming eligible. (By-laws 3.021, 3.022 and 3.047)

## **Team Membership Limitations**

Coaches may conduct try-outs. Coaches may limit team members based on the following criteria:

1. Overall talent and ability
2. Character and personality of the individual
3. Work habits and loyalty to the program(s)
4. Positions needed for the team or activity
5. Availability of personnel in sufficient numbers to ensure adequate supervision and safety of participants

## **Attendance & Suspension Policy**

- A. Students involved in athletic activities must be in attendance at school for at least one-half day (3 hours) of classes in order to practice or participate in activities that day. Any exceptions must be cleared by the Athletic Director.
- B. A student who is absent on Friday may participate in a game or contest on Saturday. The coach or advisor should take into account the reason for the absence from school on Friday when determining if the player can participate.
- C. If a player misses a practice the day before a game, his or her playing time will be determined by the coach and based upon the reason for missing practice.
- D. At the discretion of the Head Coach, any player who has any unexcused absences from practice may be removed from the team and may be ineligible for any athletic awards for that sport.
- E. In-School Suspension (ISS) or ICE
  1. The athlete will be allowed to practice during his/her time in ISS or ICE.
  2. The athlete will not be allowed to participate in competitions until his/her time in ISS or ICE is completed.
- F. Out of School Suspension (OSS)
  1. The student/athlete will be suspended from all games, practices and activities for the duration of the out of school suspension.
  2. The athlete cannot travel with a team or attend a game, even as a spectator, until their suspension is completed.
  3. The athlete may be removed from the team in coordination with their suspension from school and his/her missed practices and games.

## **Athlete's Behavior**

- A. It is the athlete's responsibility to learn and demonstrate proper athletic behavior. Such behaviors can be described as actions which promote cooperation and learning during practice, encourage a positive work ethic, and result in excellent competition coupled with good sportsmanship on and off the playing field.
- B. The coaching staff, for the benefit of the team and community, will not tolerate the actions of players who show a lack of concern with regard to acceptable behaviors and attitudes. Therefore, if improper behavior is observed, corrective disciplinary action will be taken.

## **Athletic Awards/Banquet**

- A. Varsity Letters
  - 1. The procedure for earning a varsity letter is determined by the Head Coach.
  - 2. Additional varsity sport letters earned will entitle the participant to a sport pin.
  - 3. Athletes who earn more than one letter in a particular sport will receive a bar for each additional letter that they earn.
- B. Freshmen Awards (Numerals)
  - 1. An athlete will earn his/her numerals, if he/she becomes a member of any underclass team during the season and finishes the season in good standing.
  - 2. Only one set of numerals can be earned.
- C. Scholar-Athlete Award (provided by Alton Athletic Association)
  - 1. Awarded to the junior or senior member of a varsity team with the highest cumulative grade point average.
  - 2. All varsity team members who have a 4.0 cumulative GPA or higher will receive a certificate.
- D. Most Valuable Player (provided by Alton Athletic Association)
  - 1. If awarded, is decided by the coaching staff.
- E. It is part of the athlete's team responsibility to attend the Awards Night. An unexcused absence by the athlete can result in the athlete forfeiting his/her awards. If the athlete is going to miss the awards night, he/she should contact the coach, in advance, and give the reason for the absence.

## **Quitting the Team**

- A. Any player who quits a team by giving notice, verbally or in writing, to the coach before the season is completed will not be allowed back on the team for any reason. Emotional decisions made by a player on the spur of the moment may be taken into consideration by the coach involved.
- B. An athlete who quits during a season may not participate on any other team until that season has been completed. This includes any preseason workouts with other teams.

## **Care and Return of School Uniforms and Equipment**

- A. All uniforms and equipment issued to the athlete must be returned within one week after the last game of the season.
- B. Lost or stolen items are the responsibility of the player; and he/she must pay the present-day replacement cost of any items issued but not returned.
- C. Any returned item that has been damaged, not as a result of normal wear and tear, must be replaced or repaired. The replacement or repair bill becomes the responsibility of the athlete. The question of normal wear and tear will be determined by the coach and Athletic Director.

- D. A record clearance card will be filled out for the student if all equipment and uniforms issued to him/her have not been returned.
- E. No athlete will be allowed to begin the next athletic season until ALL equipment and uniforms have been returned or paid for at present day cost.

### **Transportation Policy**

- A. It is mandatory that all athletes ride school provided transportation to away games. Exceptions may be made with certain provisions.
  - 1. The coaches involved must give prior approval.
  - 2. It must be cleared with the Athletic Director.
- B. In order to promote team unity, all athletes are expected to ride the bus home from away games. Each coach has the authority to require all team members to ride the bus home.
- C. If an athlete does not ride the bus home from an away game, then he/she must ride home with his/her parent or guardian. The parent or guardian must sign the Transportation Release form with the coach after the completion of the game or get prior approval from the Athletic Director.
- D. If an emergency arises and the parents are not at the game, the coach can make an exception to allow the student to leave to receive medical attention. In this situation, the coach should make a reasonable effort to contact a parent.

### **Building Security Guidelines for Athletes**

- A. Athletes are to report to their respective practice area as soon as possible after school is over. When practices are completed, students will leave the practice area as soon as possible.
- B. A designated area will be assigned for any athletes having to remain on campus for late practice times or bus departures. Students are not to loiter in the building.

### **Dress Code**

- A. Each head coach should have a dress code that stresses proper dress to and from a game.
- B. Appropriate school clothing is an acceptable guideline for proper dress pursuant to currently enforced in-school dress code.
- C. Coaches may require more formal clothing or a team travel suit. Due consideration will be given for financial constraints.

### **Communication Guidelines**

- A. If an athlete has any concerns or questions about the sports program, he/she should first contact his/her coach.
- B. If the parent(s)/guardian(s) of an athlete have any questions or concerns about their son/daughter or the program, they should contact their athlete's coach to arrange a meeting. This meeting should be arranged for a time that can be mutually agreed upon. Immediately after a game is not an appropriate time for such meetings.
- C. Athletes and/or parents who feel their concern(s) have not been addressed adequately by the coach should contact the Head Coach.
- D. Athletes and/or parents who feel their concern(s) have not been addressed adequately by the Head Coach should contact the Athletic Director. The Principal should be contacted in all matters before seeking resolution with the Superintendent, and, after the Superintendent, the Board of Education.

## **NCAA Clearinghouse**

Student-athletes who wish to be considered for National Collegiate Athletic Association full or partial scholarships must meet very specific course, GPA and ACT/SAT test score requirements. If these are not satisfied, the student-athlete will not be eligible to compete for NCAA Division I or II scholarships. Initial eligibility standards can be monitored by the student-athlete's academic counselor. More information is available online at <https://web3.ncaa.org/ecwr3/>

## **IHSA Performance-Enhancing Drug Testing**

As a part of its on-going efforts to raise awareness and reduce the use of anabolic steroids and performance-enhancing dietary substances by student-athletes, the IHSA shall test a random selection of student-athletes who have qualified as individuals or as members of a team for selected state series competition. A complete posting of the current year's banned drug classes list can be accessed online at [www.ihsa.org](http://www.ihsa.org)

- A. Consent Form. Before participating in interscholastic sports, the student-athlete and the student-athlete's parent/guardian shall consent, in writing, to random testing in accordance with this policy. Failure to sign the consent form renders the student-athlete ineligible.
- B. Penalties. Any person who: tests positively in an IHSA administered test; refuses to provide a testing sample; attempts to alter the integrity or validity of the urine specimen; reports his/her own violation shall immediately forfeit his/her eligibility to participate in IHSA competition for a period of 365 days from the time the test results are reported to the student and school.

# **IHSA ILLINOIS HIGH SCHOOL ASSOCIATION**

At various times you will hear us refer to the IHSA. They are the governing body for athletics and activities for the high schools in the state of Illinois. They set up the post season tournaments – write and enforce the rules and regulations and license officials, etc. At times we will talk about school rules and or IHSA rules in regards to eligibility and season limitations. Tons of information can be found at their website: <https://www.ihsa.org/default.aspx>

A great handout to refer to can be found at:

[https://www.ihsa.org/documents/forms/current/elg\\_rules\\_lg.pdf](https://www.ihsa.org/documents/forms/current/elg_rules_lg.pdf) Best thing to do is to contact the Athletic office if you have any questions. The IHSA has rules that govern our student-athletes concerning transferring of schools, residency, amateurism, attendance, physical examinations, misbehavior at contests, recruitment, age restrictions, and out of season sports participation. Please ask so your student-athlete does not jeopardize their individual athletic eligibility as well as the eligibility of the team they are attached to.

## SPORTS OFFERED AT ALTON HIGH SCHOOL

### *GIRLS*

#### **Fall**

<b>Volleyball:</b>	<b>Three levels: Varsity, JV, Freshmen #</b>
<b>Golf:</b>	<b>Two levels: Varsity, JV #</b>
<b>Cross Country:</b>	<b>Two levels: Varsity, JV</b>
<b>Tennis:</b>	<b>Two levels: Varsity, JV #</b>
<b>Swim:</b>	<b>One level: Varsity</b>
<b>Dance:</b>	<b>Two levels: Varsity, JV #</b>
<b>Sideline Cheer:</b>	<b>Two levels: Varsity, JV #</b>

#### **Winter**

<b>Basketball</b>	<b>Three levels: Varsity, JV, Freshmen #</b>
<b>Bowling:</b>	<b>Two levels: Varsity, JV #</b>
<b>Dance:</b>	<b>Two levels: Varsity, JV #</b>
<b>Competition Cheer:</b>	<b>Two levels: Varsity, JV #</b>
<b>Wrestling:</b>	<b>Three levels: Varsity, JV, Freshmen</b>

#### **Spring**

<b>Track:</b>	<b>Three levels: Varsity, JV, Fresh-Soph</b>
<b>Soccer:</b>	<b>Three levels: Varsity, JV, Freshmen #</b>
<b>Softball:</b>	<b>Two levels: Varsity, JV #</b>

# Cut sports: depending on the number the coaches have the right to limit rosters in this sport each year.

#### **Levels Defined:**

**Varsity:** Primarily meant for Jr. and Srs. – Sophomore and even some Freshmen have competed

**JV:** Could include only Freshmen and Sophomore, but may include Juniors

**Sophomore:** Made up mostly of Sophomores and possibly some Freshmen

**Fresh-Soph:** Made up of Sophomores and Freshmen – no Freshmen team offered

**Freshmen:** Made up entirely of Freshmen – may include A and B schedules



## SPORTS OFFERED AT ALTON HIGH SCHOOL

### *BOYS*

#### Fall

<b>Football:</b>	<b>Three levels: Varsity, JV, Freshmen</b>
<b>Golf:</b>	<b>Two levels: Varsity, JV #</b>
<b>Cross Country:</b>	<b>Two levels: Varsity, JV</b>
<b>Soccer:</b>	<b>Three levels: Varsity, JV, Freshmen #</b>

#### Winter

<b>Basketball</b>	<b>Four levels: Varsity, JV, Sophomore, Freshmen #</b>
<b>Bowling:</b>	<b>Two levels: Varsity, JV #</b>
<b>Competition Cheer:</b>	<b>Two levels: Varsity, JV #</b>
<b>Wrestling:</b>	<b>Three levels: Varsity, JV, Freshmen</b>
<b>Swim:</b>	<b>One level: Varsity</b>

#### Spring

<b>Track:</b>	<b>Three levels: Varsity, JV, Fresh-Soph</b>
<b>Volleyball:</b>	<b>Two levels: Varsity, JV, #</b>
<b>Baseball:</b>	<b>Two levels: Varsity, JV, Freshmen #</b>
<b>Tennis:</b>	<b>Two levels: Varsity, JV #</b>

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**Freshmen:** Made up entirely of Freshmen – may include A and B schedules

# Athletic Code of Conduct

The Athletic Code of Conduct is an opportunity for our students to commit to the high standards expected of student athletes who participate on any Alton High School athletic team. The Code is in effect throughout the calendar year. Penalties, regardless of the level of offense, shall be cumulative beginning with, and throughout, a student's participation in athletics at Alton High School. Penalties for infractions shall be applied during the first available season in which the student participates as an athlete. This code of conduct is consistent with existing school discipline policies but does not take precedence over school policy. Athletic code violations are independent of and not subject to any other type of student discipline or requirements for the imposition of such other student discipline. Athletic code violations are enforced solely on the basis of the criteria contained herein. It is understood that any academic out-of-school suspension or expulsion will take precedence and preclude all participation in athletic extracurricular activities.

## Coverage

This Athletic Code of Conduct covers:

- A. Grades 9-12
- B. Sports, in or out of season, and offenses involving tobacco, alcohol, illegal drugs and criminal charges anytime during the calendar year.  
(Formal criminal charges pending in a court of law; no conviction, resolution or dismissal are necessary to constitute a violation of this provision.)
- C. When students from Alton High School participate in summer activities such as sport camps as representatives of Alton High School, handbook rules and athletic policy will apply.

## Punishable Offenses

These regulations will be enforced throughout the calendar year.

- A. Possession, use, purchase, or act of being under the influence of any tobacco product, alcoholic beverage, mood altering medication, controlled substance, other illegal drug, look-alike drug (a substance, that because of its physical characteristics, would lead someone to believe the substance is a controlled substance or it is represented to be a controlled substance), drug paraphernalia, or the inappropriate use of prescription drugs is prohibited. Penalty guidelines for these violations are listed on the accompanying chart.
- B. Conduct unbecoming of an Alton High School athlete will not be permitted. A student will be considered to have engaged in conduct unbecoming an Alton High School student-athlete when the student engages in certain activities that reflect negatively on the Alton High School athletic program. Examples of such conduct would include hazing, theft, vandalism, fighting or other criminal offenses as defined by federal and state laws. Criminal offenses include criminal charges filed in a court of law without regard to conviction, dismissal or disposition of the pending case. Offenses are not limited to those examples listed here. The punishment for these offenses shall be generally in accordance with the punishments on the accompanying chart. If, however, the conduct is of such a nature that the Athletic Director determines it to be a more serious offense, the student may be removed from participation in athletics for up to one calendar year.
- C. The sale or distribution of controlled substances or illicit drugs, or the unlawful possession of a firearm or weapon is conduct that will not be permitted. A student whose conduct falls within these guidelines may be removed by the Athletic Director from participation in athletics for up to one calendar year.
- D. If, in the opinion of the Alton Community Unit School District #11, the offense is deemed to be gross misconduct, either in or out of school, the athlete may be removed from all sports.

## **Procedures for Alleged Violations**

- A. Upon being informed of, or observing, a possible Athletic Code violation, any coach or staff member must first inform the Athletic Director in a timely manner.
- B. Upon being informed of a possible Athletic Code violation; the Athletic Director will obtain information relating to the alleged violation. Before making a determination whether any punishments will be imposed, the Athletic Director will meet with the student to obtain his/her information relating to the offense. After completion of the investigation and determination of an Athletic Code violation, the consequence will be assigned by the Athletic Director.
- C. A meeting will be held to communicate the consequences to the athlete. This meeting will consist of the athlete, his/her parent(s)/guardian(s), the coach if available, and the Athletic Director.
- D. Project Success or an online Vape Class can be completed by the student to reduce his/her penalty if these programs can be applied to the violation. This may only be used one time by a student during his/her athletic career to reduce the consequence.

## **Review Committee**

- A. There will be a review committee that is made up of five people: three coaches, one administrator, and one teacher. Anyone who coaches (or has coached) the student in question will not be on the committee.
- B. The student has the right to send his/her case to the review committee after receiving their penalties. The Athletic Director also has the option of sending the case directly to the review committee.
- C. The role of the review committee has two different parts:
  - 1. If requested by the student, they will re-evaluate the penalty and make any necessary appropriate adjustments. These may be more or less severe than those assigned by the Athletic Director.
  - 2. If requested by the Athletic Director, they will make the initial determination of penalty and are not bound by attached guidelines.
- D. The decision of the Review Committee is final and binding with no further opportunity for appeal.

## **Suspensions**

- A. If the violation occurs during the season, the suspension will take place immediately. If the suspension is not completed by the end of the season, the remainder will take place at the beginning of the next season in which the athlete participates.
- B. If the violation occurs outside of the season, the suspension will take place at the beginning of the next season that the athlete participates.
- C. If an athlete serves a suspension, but does not complete the season in that sport, then the suspension will start over at the beginning of the next season in which they participate and make the team.
- D. For the consequences to be considered served, the student must start the activity or sport on the original starting date and complete the activity or sport in good standing.
- E. In determining the timing of the disciplinary consequence, the Administration shall take into consideration the student's participation in athletics and activities from prior years.
- F. Any coach will have the authority to enforce other regulations deemed necessary for the good of the sport.
- G. Concerning student-athletes that as suspended are expected to attend and participate in all practice sessions, while suspended. The student-athlete is also expected to attend all athletic contests, but will not be allowed to dress out in full uniform at the athletic contest.

## **Student Transfers**

Alton High School will not include in its athletic programs those student-athletes who have transferred into our district to avoid athletic suspension elsewhere. Moreover, any student-athlete who transfers into our district from another district and has disciplinary action pending will be subject to review by the Athletic Director and Principal. They will determine the application of this policy with the understanding that the continuance of discipline cannot be less than the standards of this policy for participation.

## **Athletic Director's Absence**

If the Athletic Director is unavailable, that role may be replaced by the Assistant Athletic Director, Principal or the Principal's designee.