



**FORT ZUMWALT WEST HIGH SCHOOL  
COACHES, ATHLETES, AND PARENTS (C.A.P.S) MEETING VERIFICATION FORM**



\_\_\_\_\_  
Student Name (please print)

\_\_\_\_\_  
Parent Name (please print)

*Please check the appropriate box in each section, then sign and date.*

**CAPS Meeting Verification**

- We have attended a 2021-2022 Fort Zumwalt West Athletics informational C.A.P.S meeting and have received the eligibility, sportsmanship, concussion, and drug testing information.
- We did not attend a 2021-2022 Fort Zumwalt West Athletics informational C.A.P.S meeting but have viewed the eligibility video on the Fort Zumwalt School District website (fzvoluntarydrugprogram.weebly.com) and have received the information regarding MSHSAA eligibility, sportsmanship, concussion, and drug testing.

**Drug Testing Participation**

- My child has elected **to participate** in the voluntary drug testing program for the 2021-2022 school year. I understand that his/her name may be randomly selected throughout the school year to be drug tested.
- My child has elected **not to participate** in the voluntary drug testing program.

\_\_\_\_\_  
Student Signature/Date

\_\_\_\_\_  
Parent Signature/Date

**FORT ZUMWALT WEST HIGH EMERGENCY FORM**

Athlete Name \_\_\_\_\_  
Address \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_  
Sports \_\_\_\_\_

Parent Name \_\_\_\_\_  
Phone \_\_\_\_\_  
Parent Name \_\_\_\_\_  
Phone \_\_\_\_\_

Allergies \_\_\_\_\_  
Medications taken regularly \_\_\_\_\_  
Do you wear contacts?      Yes      No

List two emergency contacts  
**(different from parents listed above)**  
Emergency Name #1 \_\_\_\_\_  
Phone \_\_\_\_\_  
Emergency Name #2 \_\_\_\_\_  
Phone \_\_\_\_\_

Insurance Co. \_\_\_\_\_  
Policy Number \_\_\_\_\_

As a parent or legal guardian of \_\_\_\_\_, I hereby give my consent for his/her practice and play in intramural athletic events. I also grant permission for treatment deemed necessary for a medical or surgical treatment recommended by a medical doctor. I understand that every effort will be made to contact me prior to treatment.

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

\_\_\_\_\_  
Date



# HOW TO MAINTAIN AND PROTECT YOUR HIGH SCHOOL ELIGIBILITY

## 2021-2022

### INTRODUCTION

The Missouri State High School Activities Association (MSHSAA) is comprised of approximately 750 member schools, both public and private, across the state of Missouri. MSHSAA's eligibility requirements have been voted on by the member schools and were adopted by your school when it became a MSHSAA member. Your school will also have local school requirements that you must comply with in order to be eligible.

Information contained on this page will acquaint you with the essential rules and regulations students and schools must follow in order to maintain and protect high school eligibility. No one requirement is more important than another. Any questions you have concerning these essential requirements or eligibility should be discussed with the school principal or athletic director. The MSHSAA Handbook is also available on the MSHSAA website.

### ELIGIBILITY REQUIREMENTS

#### 1. BONA FIDE STUDENT

- In order to represent your school, you must be a bona fide student and meet all eligibility requirements. You must be regularly attending classes and you must meet the academic requirements in MSHSAA By-Law 2.3 and those of your school.

#### 2. CITIZENSHIP

- You must be a creditable citizen. Creditable citizens are those students whose conduct - both in school and out of school - will not reflect discredit upon themselves or their school.

**NOTE: Conduct involving law enforcement must be reported to your principal or athletic director immediately as your conduct may affect eligibility or contest outcomes. Failure to immediately report issues to your school will result in an automatic 365 days of ineligibility.**

#### 3. SPORTSMANSHIP

- If you commit an unsportsmanlike act while participating in an event, you could become ineligible.
- If your conduct as a spectator is found to be unsportsmanlike, you could be barred from attending any further high school contests.
- The unsportsmanlike conduct of any spectator, regardless of age, could cause that spectator to be barred from attending school contests.

#### 4. ACADEMICS

##### ■ Grades 9-12

- You must have earned, the preceding semester of attendance, a minimum of 3.0 units of credit or have earned credit in 80% of the maximum allowable classes in which any student can be enrolled in the semester, whichever is GREATER, at your school.
- For your current semester, you must be enrolled in and regularly attending courses that offer 3.0 units of credit or 80% of the maximum allowable credits which may be earned at your school, whichever is GREATER.
- Credits earned or completed after the close of the

semester will not fulfill this requirement. Summer high school courses for FALL academic eligibility may count provided the course is necessary for graduation or promotion or is a core subject course, and credit is placed on the school transcript. No more than one unit of credit in summer school shall be counted toward fall eligibility.

- Students promoted for the first time into 9<sup>th</sup> grade are considered academically eligible for the first semester after promotion.
  - Do not drop courses without first consulting with your school principal, athletic director or counselor to determine whether doing so will affect your eligibility.
- ##### ■ Grades 7-8
- You must be enrolled in a normal course load for your grade at the member school.
  - You will be ineligible if you failed more than one class the previous grading period.
  - You must have been promoted to a higher grade prior to the first day of classes for the new school year.
  - Students promoted for the first time into 7<sup>th</sup> grade are considered academically eligible for the first grading period after promotion.
- #### 5. SEMESTERS OF PARTICIPATION
- ##### ■ Grades 9-12
- You are eligible to participate in any sport for a maximum of four seasons. Any part of a contest played during a season counts as a season of participation.
  - Your eligibility to participate in high school activities begins when you first enter the 9<sup>th</sup> grade and lasts for the next eight consecutive semesters (four consecutive years).
- ##### ■ Grades 7-8
- You are eligible for only your first two semesters of attendance in the 7<sup>th</sup> grade and for only your first two semesters in the 8<sup>th</sup> grade.
  - You are not eligible to compete with or against students enrolled in the 9<sup>th</sup> grade or above when you are enrolled in either the 7<sup>th</sup> or 8<sup>th</sup> grade.
- #### 6. AGE LIMITS
- ##### ■ Grades 9-12
- If you reach 19 years of age prior to July 1, you will be ineligible the next school year.
  - Over-aged 8<sup>th</sup> graders should be moved up to the senior high team to have eight semesters of eligibility.
  - Over-aged 6<sup>th</sup> graders should be moved up to the 7<sup>th</sup> grade team to participate, because they will be ineligible as seniors.
- ##### ■ Grades 7-8
- In order to participate on or against teams made up of only 7<sup>th</sup> graders, you must not have reached 14 years of age prior to July 1 preceding the opening of school.
  - In order to participate on or against teams made up of only 8<sup>th</sup> graders, you must not have reached 15 years of age prior to July 1 preceding the opening of school.
  - In order to participate on or against teams made up of

only 9<sup>th</sup> graders (freshmen teams), you must not have reached 16 years of age prior to July 1 preceding the opening of school.

- Students may participate with the next higher grade team if they no longer meet the age limit for their grade.

## 7. ENTERING SCHOOL

- You must enter school within the first 11 days of the semester in order to be eligible that semester.

## 8. RECRUITING OF ATHLETES

- You will be ineligible for your career at a school if you are influenced by a person to attend that school for athletic or activities purposes. You may, however, return to your original school and be ineligible for no more than 365 days.

## 9. PLAYING UNDER A FALSE NAME

- If you compete under an assumed or false name, you immediately become ineligible for up to 365 days.

## 10. AMATEUR AND AWARDS STANDARDS

- An athlete must maintain "amateur standing" 365 days a year in the sport concerned in order to participate in interscholastic athletics – the following restrictions govern the receipt of awards in both interscholastic play AND non-school competition/participation.
- After entering a member school, you will become ineligible in the sport concerned if you receive any of the following PROHIBITED awards for participating in an athletic contest or being an athlete:
  - o An award of cash, a gift-certificate/gift-card or an award that is the equivalent of cash is PROHIBITED for amateurs.
  - o Merchandise which exceeds a manufacturer's suggested retail price (MSRP) of \$250 is PROHIBITED for amateurs. However, there is no value limit in regard to awards which are symbolic in nature, such as medals, ribbons, trophies, plaques, etc.
- Awards should be approved in advance by your school.
- Commemorative jewelry may be presented by the school (i.e. championship ring or necklace)(no value limit).

## 11. NON-SCHOOL COMPETITION

- You must receive approval in advance from your school principal or athletic director in order to miss school time to practice for, travel to or compete in organized non-school athletic competition.
- You will become ineligible in any sport in which you play as a member of a junior college, university or college team.
- Before you join a non-school team or enter any non-school competitive athletic event, your school principal or athletic director should be consulted to make certain your participation will not jeopardize your interscholastic eligibility.

## 12. CONTACT WITH COACHES

### ■ No-Contact Periods

- All Sports: The seven days prior to the first allowable practice date for each season is a no-contact period in which no "contact" takes place between school coaches and students enrolled in the member school, or who will be enrolled in the member school during the upcoming school year.

### ■ Sport-Specific Instruction

- Before attending any specialized athletic sport

instruction, you should consult with your school principal or athletic director to make sure it meets the criteria published in the MSHSAA Official Handbook.

## 13. COLLEGE AUDITIONS AND TRYOUTS

- You may participate in an event conducted by a college or university during the school year under certain conditions. Consult your athletic director.
- You may participate in a college tryout, audition or evaluation event conducted by a private organizer for a specific sport outside the school season of the sport concerned.
- You may not miss school time to travel to or participate in the event unless your absence is approved in advance by the school administrator.

## 14. RESIDENCE REQUIREMENTS

- A student may be eligible at the public or nonpublic school located in the district in which the student's parents reside. In the case of a public multiple-school district, a student may be eligible at the school designated for the student to attend, based on parents' residence, by the board of education.

## 15. TRANSFERRING SCHOOLS

- If you transfer schools, you will be ineligible for 365 days, unless your circumstances meet one of the exceptions listed in the MSHSAA Residence and Transfer Rules (By-Law 3.10). Make an appointment with the school's athletic director to review these exceptions. Several, but not all, are described below.
  - Exception 1: If you move with your entire family across a boundary line into your new school district, you will be eligible at your new school provided you were eligible in all other respects at your former school and provided there are no other issues with the transfer. You and your entire family must move to the new residence at the same time prior to attending classes.
  - Exception 2: A student may be eligible immediately at the school of his or her choice upon first being promoted from the 8th grade into the 9th grade, provided the student is eligible in all other respects.
  - Exception 10: Foreign Exchange Students are eligible for varsity competition for one year and only if they are seniors (semester 7 or 8), provided they are participating in an exchange program listed by CSIET. However, no member of the school's coaching staff for the sport concerned may serve as a host family, or eligibility of the student will be affected.
- Always check with your school principal or athletic director before you transfer to determine whether it will affect your eligibility.
- School discipline follows a student to a new school. Being expelled, or being forced to withdraw, from a school also causes 365 days of ineligibility for a student.
- You shall become ineligible for 365 days if you transfer to another school for athletic reasons.

## 16. GRADUATED STUDENTS

- You will be ineligible to participate after graduation from a senior high school or its equivalent. Students who are granted an early release after their junior year are ineligible for further participation. (NOTE: You are eligible to participate in state-series events which extend beyond the date of your school's graduation at the end of the spring semester of your senior year.)

**PUBLIC COMPLAINTS ABOUT THE  
INTERSCHOLASTIC ATHLETIC PROGRAM**

**INTERSCHOLASTIC ATHLETIC PROGRAM  
COMPLAINT PROCEDURE**

It is desirable that all student and/or parent complaints with the interscholastic Athletic Program be resolved at the earliest possible time and at the most immediate level or supervision. It is also the intent of the Board of Education that any parental employment of this process will in no way jeopardize the status of a student's participation in the sports program.

Students or parents, who have a complaint regarding an Interscholastic Athletic Program matter, should follow the procedures listed below:

- \*Step 1        The student or parent should present the complaint orally to the coach or assistant coach. A meeting should be arranged in person or by phone, and should not involve time taken from a regular practice session or athletic contest. Every attempt will be made to resolve the complaint immediately when it is received. If the complaint is resolved, no further action is necessary, and the matter is considered closed.
  
- \*Step 2        If the coach or assistant coach has not resolved the complaint at the Step 1 level, the student or parent should present the complaint to the Activities Coordinator of the building on the Interscholastic Athletic complain Form (See KLA-E-1). A meeting will be scheduled within three (3) school days of the receipt of this written complaint. The Activities Coordinator will have three (3) school days to respond in writing using the Interscholastic Athletic Complaint Disposition Form (See KLA-E-2). If the problem is resolved, the matter is considered closed.
  
- \*Step 3        If after Step 2, the complaint remains unresolved, the student or parent may make a written presentation of the complaint to the Principal of the building. A meeting will be scheduled within three (3) school days of the receipt of the complaint. The Principal will respond within three (3) school days of the meeting, using the Interscholastic Athletic Program Complaint Form (See KLA-E-2). If the matter is resolved, the matter is considered closed.
  
- \*Step 4        If after Step 3, the complaint remains unresolved, the student or parent may make a written presentation to the Superintendent of Schools. A meeting will be scheduled within three (3) schools days of the receipt of the complaint. After the meeting, the Superintendent will respond within three (3) days in writing. If the problem is resolved, the matter is considered closed.

\*Step 5        If after Step 4, the Superintendent of Schools does not resolve the complaint, the student or parent may appeal the matter to the Board of Education Sports Committee\*\*. The committee will review the student or parent complaint and all previous attempts at resolution in steps 1 through 4. The Superintendent will forward the written decision of the Sports Committee to the complainant immediately following the decision.

\*\*The Board of Education Sports Committee will consist of three members of the Board of Education, appointed by the entire Board, for the express purpose of resolving complaints by students and parents regarding the sports program. The Board of Education authorized the committee to resolve matters of conflict and no appeal is available to the entire board.

Adopted:        August 16, 1993

Fort Zumwalt School District, O'Fallon, Missouri

\*When the participation of a student in sports programs is in question, the time constraints listed in each step will be accelerated so as to minimize any time lost from participation in practice and/or athletic contest.

# Parental Activities Contract

As a member of the Missouri State High School Activities Association, it is our belief that interscholastic activities are an integral part of the secondary curricular program and an extension of the classroom. Our school's program shall supplement the curricular program of the school and shall provide the most worthwhile experiences possible. These expectations shall result in learning situations that contribute to the development of the attributes necessary for good citizenship.

**Fundamentals of High School Activities:** When hosting an event, the opponent should be treated as guests and treated cordially. Officials should be recognized as impartial arbiters who are trained to do their job with the best of their ability. Familiarity with the current rules of the game and the recognition of the necessity for a fair contest are essential. Sportsmanship requires one to understand his or her own bias and the ability to prevent the desire to win from overcoming rational behavior. Applause for an opponent's good performance is a demonstration of generosity and good will and should not be looked at negatively.

**Expectations of Parents:** Your enthusiasm as a spectator includes a vital responsibility for good sportsmanship. Your habits and reactions determine the quality of sportsmanship, which reflects upon our school and our community. Parents are expected to:

- Know and demonstrate the fundamentals of good sportsmanship.
- Respect, cooperate and respond to cheerleaders.
- Respect school property and authority.
- Show respect for opponents and opposing coaches and fans.
- Show respect for players who are injured.
- Respect the judgement and strategy of the coach (even if you disagree).
- Respect the judgement of game officials (even if you disagree).
- Avoid profane language and obnoxious behavior at all times.
- Avoid applauding errors or penalties of the opponents.
- Refrain from heckling, jeering or distracting opponents, including distracting behavior during the shooting of free throws.
- Refrain from being critical of players, coaches or officials for a loss.
- Refrain from throwing objects on the playing area or in the bleachers.
- Avoid stomping of bleachers or the use of artificial noisemakers.
- Refrain from using cheers that taunt or ridicule opposing players, coaches, cheerleaders or spectators.
- Refrain from booing or showing displeasure with game officials or game activities.

I certify that I have read and understand the above expectations and information related to sportsmanship. I understand that I am a role model for my son / daughter and that I represent our school and our community when I attend an activities function. I also understand that if I do not comply with the above listed responsibilities that I may forfeit my privilege of attending future activities involving our school.

Date

Parent's Signature

# Student Activities Contract

As a member of the Missouri State High School Activities Association, it is our belief that interscholastic activities are an integral part of the secondary curricular program and an extension of the classroom. Our school's program shall supplement the curricular program of the school and shall provide the most worthwhile experiences possible. These expectations shall result in learning situations that contribute to the development of the attributes necessary for good citizenship.

**Fundamentals of High School Activities:** When hosting an event, the opponent should be treated as guests and treated cordially. Officials should be recognized as impartial arbiters who are trained to do their job with the best of their ability. Familiarity with the current rules of the game and the recognition of the necessity for a fair contest are essential. Sportsmanship requires one to understand his or her own bias and the ability to prevent the desire to win from overcoming rational behavior. Applause for an opponent's good performance is a demonstration of generosity and good will and should not be looked at negatively.

**Expectations of Students:** Your enthusiasm as a participant or spectator includes a vital responsibility for good sportsmanship. Your habits and reactions determine the quality of sportsmanship, which reflects upon our school and community. Students are expected to:

- Know and demonstrate the fundamentals of good sportsmanship.
- Respect, cooperate and respond to cheerleaders.
- Respect school property and authority.
- Show respect for opponents and opposing coaches and fans.
- Show respect for players who are injured.
- Respect the judgement and strategy of the coach (even if you disagree).
- Respect the judgement of game officials (even if you disagree).
- Avoid profane language and obnoxious behavior at all times.
- Avoid applauding errors or penalties of the opponents.
- Refrain from heckling, jeering or distracting opponents, including distracting behavior during the shooting of free throws.
- Refrain from being critical of players, coaches or officials for a loss.
- Refrain from throwing objects on the playing area or in the bleachers.
- Avoid stomping of bleachers or the use of artificial noisemakers.
- Refrain from using cheers that taunt or ridicule opposing players, coaches, cheerleaders or spectators.
- Refrain from booing or showing displeasure with game officials or game activities.

I certify that I have read and understand the above expectations and information related to sportsmanship. I understand that if I do not comply with the above listed responsibilities that I may forfeit my privilege of participating in the school's activities program.

Date

Student's Signature

# Expectations for Fan Behavior at Contests

(Parent – Athlete Copy)

As a member of the Missouri State High School Activities Association, it is our belief that interscholastic activities are an integral part of the secondary curricular program and an extension of the classroom. Our school's program shall supplement the curricular program of the school and shall provide the most worthwhile experiences possible. These expectations shall result in learning situations that contribute to the development of the attributes necessary for good citizenship.

**Fundamentals of High School Activities:** When hosting an event, the opponent should be treated as guests and treated cordially. Officials should be recognized as impartial arbitrators who are trained to do their job with the best of their ability. Familiarity with the current rules of the game and the recognition of the necessity for a fair contest are essential. Sportsmanship requires one to understand his or her own bias and the ability to prevent the desire to win from overcoming rational behavior. Applause for an opponent's good performance is a demonstration of generosity and good will and should not be looked at negatively.

**Expectations of Parents:** Your enthusiasm as a spectator includes a vital responsibility for good sportsmanship. Your habits and reactions determine the quality of sportsmanship, which reflects upon our school and our community. Parents are expected to:

- Know and demonstrate the fundamentals of good sportsmanship.
- Respect, cooperate and respond to cheerleaders.
- Respect school property and authority.
- Show respect for opponents and opposing coaches and fans.
- Show respect for players who are injured.
- Respect the judgement and strategy of the coach (even if you disagree).
- Respect the judgement of game officials (even if you disagree).
- Avoid profane language and obnoxious behavior at all times.
- Avoid applauding errors or penalties of the opponents.
- Refrain from heckling, jeering or distracting opponents, including distracting behavior during free throws.
- Refrain from being critical of players, coaches or officials for a loss.
- Refrain from throwing objects on the playing area or in the bleachers.
- Avoid stomping of bleachers or the use of artificial noisemakers.
- Refrain from using cheers that taunt or ridicule opposing players, coaches, cheerleaders or spectators.
- Refrain from booing or showing displeasure with game officials or game activities.

**Expectations of Students:** Your enthusiasm as a participant or spectator includes a vital responsibility for good sportsmanship. Your habits and reactions determine the quality of sportsmanship, which reflects upon our school and community. Students are expected to:

- Know and demonstrate the fundamentals of good sportsmanship.
- Respect, cooperate and respond to cheerleaders.
- Respect school property and authority.
- Show respect for opponents and opposing coaches and fans.
- Show respect for players who are injured.
- Respect the judgement and strategy of the coach (even if you disagree).
- Respect the judgement of game officials (even if you disagree).
- Avoid profane language and obnoxious behavior at all times.
- Avoid applauding errors or penalties of the opponents.
- Refrain from heckling, jeering or distracting opponents, including distracting behavior during free throws.
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