



# Jacksonville Middle School

## **Extracurricular Student Handbook**

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## EXTRACURRICULAR STUDENT HANDBOOK

This handbook was written for the students at Jacksonville Middle School who participate in Illinois Elementary School Association (IESA) sanctioned activities in order that students and their parents may be better informed of the rules and policies.

Participating in extracurricular activities at Jacksonville Middle School is a great learning opportunity that we extend to the entire student body. The activities at Jacksonville Middle School allow students at all levels to participate against opponents of similar age, size, and ability. The activities are intended to be an extension of the classroom and will promote the qualities of trustworthiness, respect, responsibility, fairness, caring, citizenship, integrity, discipline, and teamwork. <sup>1</sup> Student-athletes are expected to adhere to rules and procedures of the coaches, as well as follow guidelines stipulated by the school and IESA.

Jacksonville Middle School presently has an enrollment of approximately 740 students. Our school colors red & white.

The **Crimsons** are a member of the IESA and compete against other schools who are also members of the IESA. The following activities are available to our students: cross-country, golf, basketball, wrestling, volleyball, track, cheerleading, and poms in addition to band, jazz band, orchestra, speech and scholastic bowl.

The athletics/activities program at JMS provides a positive venue to learn new skills, develop existing talents, and build positive relationships in a fun yet competitive environment. The hope is that the JMS student-athletes will develop into mature, young adults and become future leaders through the opportunities afforded to them.

Mr. Gary Barlow  
Principal

Mrs. Celeste Lashmett  
Assistant Principal

Mr. Ian English  
Assistant Principal

Mr. Tom Parkevich  
Athletic Director

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<sup>1</sup> **Building Blocks to Success** campaign developed by the IESA Sportsmanship Advisory Committee

## SPORTSMANSHIP

Sportsmanship is playing fair, taking a loss or defeat without complaint, not gloating when winning, and generally treating opponents and officials with courtesy, generosity and fairness. These ideals represent the role of interscholastic activities included in your school. When these concepts are followed, interscholastic activities are shown as a positive and productive part of the total educational system. Sportsmanship is:

- Citizenship
- Integrity and Ethics
- Respect for Opponents and Officials
- Moral Character
- Fair Play
- Acceptance of Results
- Appreciation for all Performances

JMS students should set a good example in the matter of sportsmanship and should quickly condemn unsportsmanlike conduct on the part of other students or adults. To this end, they should:

1. Remember that a student spectator represents his/her school the same as a participant.
2. Recognize that the good name of the school is more valuable than any game won by unfair play.
3. Accept the decision of the officials without comment.
4. Recognize and applaud an exhibition of fine play or good sportsmanship on the part of the home and visiting teams.
5. Insist on the courteous treatment of the visiting team as it passes through the streets or visits the local school building, and extend the members every possible courtesy.
6. Acquaint the adults of the community and the elementary and junior high students with ideals of sportsmanship that are acceptable to the high school.
7. Advocate that any spectator who continually displays poor sportsmanship will not be allowed to attend future contests.
8. Insist on fair, courteous and truthful accounts of contests in local and school papers.
9. Encourage the full discussion of fair play, sportsmanship, and school spirit through class work and auditorium programs in order to discover ways by which students can develop and demonstrate good sportsmanship.

### TWO IMPORTANT DEFINITIONS

#### **Fanatic (Fa-nat-ik) n. (From Latin fanaticus)**

- A person obsessed by an excessive and irrational zeal, usually for a cause. . . unreasonably enthusiastic, overly zealous, sometimes viewed as dangerous . . . possessed or driven by excessive or irrational zeal . . . extreme or unscrupulous dedication . . . advocates course of action to limits beyond those considered wise or proper by the majority. At an event, a fanatic is responsible for the following:

*“Hey ref, you’re blind.”*

*“Pass the ball and let someone else shoot for awhile.”*

*“C’mon coach. Why’d you call that silly play.”*

*“Get your head in the game.”*

*“Boooooooooo.”*

#### **Fan (Fan) n. Informal**

An ardent devotee or admirer, as of a sport or athletic team . . . a person enthusiastic about a specified sport, performer, etc. At a sporting event, a fan is responsible for the following:

*“Great play.”*

*“We’re behind you.”*

*“You can do it.”*

*“Just keep working together.”*

*“What a great game, great fun.”*

*“Congratulations, your team was the best today.”*

### **Be a Fan - Not a Fanatic**

## THE EXTRACURRICULAR STUDENT CODE

### FORWARD

Participation in junior high school extra-curricular activities at Jacksonville Middle School is a privilege, which carries with it varying degrees of honor, responsibility and sacrifice. Since student participation on junior high school teams is a privilege and not a right, those who choose to participate will be expected to follow the Code of Conduct established by the administration, and other specific coaches' and sponsors' rules for their activity. Participants represent their school and student body. Participants are to conduct themselves in a manner that is becoming to Jacksonville Middle School.

### OBJECTIVES

1. **TO LEARN SPORTSMANSHIP** – Accepting defeat is easier, knowing that participants have done their best. Being a gracious winner or loser is a quality that each student should be proud to possess.
2. **TO WIN** – Our society is very competitive. Participants will not always win, but they will succeed if they continually strive to do so. They can learn to be good losers if assured they have earnestly dedicated themselves in attempting to succeed.
3. **TO ENJOY EXTRACURRICULAR ACTIVITIES** – It is important that participants have satisfaction in their accomplishments and positive attitudes in their participation. They should willingly give of themselves to develop personally and to improve the total program.
4. **TO ACCEPT EXTRA ACTIVITIES AS PART OF THE SCHOOL** – Participants are an important part of the total school program and are sponsored by the school for the educational value. The academic achievement and the personal welfare of the participant are essential purposes of the program.

### GENERAL CONDUCT

It is expected of members of the extracurricular activities that they be good citizens in school and in the community. A team member is constantly in the public eye and in a position of influence. Young children, community members, and other school personnel will observe the participants, look to them for leadership, and expect them to set standards for others to follow. Self-discipline is essential in developing this high degree of social maturity.

We believe that the opportunity for participation in a wide variety of student-selected activities is a vital part of the student's educational experiences. Such participation is a privilege that carries with it responsibilities to the school, to the activity, to the student body, to the community, and to the students themselves. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his or her education.

A participant must remember that coaches and sponsors are not policemen; violations of the rules cannot be tolerated. Attention is constantly focused on the individual, and he or she will be expected to set a good example so that the entire community can be proud of him or her. Participants must avoid situations that bring disrespect to themselves, their teammates, their coaches and sponsors, or their parents.

The interscholastic extracurricular activities program shall be conducted in accordance with existing Board of Education policies, rules, and regulations. While the Board of Education takes great pride in winning, it does not condone "winning at any cost" and discourages any and all pressure, which might tend to neglect good sportsmanship and good mental health. At all times the program must be conducted in a way that justifies it as an educational activity.

## **DEFINITION OF TERMS**

**Student Participant:** Students enrolled at Jacksonville Middle School who participate in interscholastic activities at JMS.

**Interscholastic Activities:** Sanctioned activities, practices and competitions under the rules and regulations of the Illinois Elementary School Association.

**In-Season or Out-Of-Season:** These phrases encompass the entire academic and calendar year (1-1 through 12-31). Since concerns for the health and reputation of the participants and the school go beyond any particular activity season, the code makes no distinction between in-season or out-of-season violations of this code.

**Is Caught:** This phrase means that (1) a student admits to a rule violation, or (2) an incident is reported in the media and is verified by law enforcement, or (3) an incident is directly reported by law enforcement to the school, or (4) an incident is witnessed and/or verified by school district officials. Just as our courts cannot convict suspects on the basis of hearsay evidence and rumors, neither can school officials impose penalties based solely on hearsay and rumors. If circumstances justify, school personnel may investigate accounts of a student violating behavior rules; however, real evidence of violations must be available before the athletic director can begin any procedures or impose any penalties.

ONLY IF THE STUDENT IS READY TO ACCEPT THIS, SHOULD HE OR SHE CONSIDER PARTICIPATING IN AN EXTRACURRICULAR ACTIVITY AS A CRIMSON!

## **ETHICAL AND MORAL STANDARDS FOR PARTICIPANTS**

Extracurricular activities offer experiences for encouraging desirable habits of discipline, for developing qualities of self-sacrifice and dedication for common goals, and for promoting an atmosphere of acceptable ethical and moral attitudes.

Extracurricular activities being an elective part of the junior high school program, may not be for everyone. They are available for those students who desire to abide by the conditions established for the program and who desire to derive the benefits available through the program.

The nature of competition in some activities is to provide for individual development of character, personality, and discipline. In order to maintain the overall philosophy of junior high school competitive activities, it is necessary to establish guidelines that are consistent with this philosophical view.

This program attempts to reflect the attitude of the school and the community and will be maintained so that appropriate benefits will be available. The individual performers will be expected to behave and perform in a manner that will inspire pride from the approval of the school community. The future of extracurricular activities will be affected by the conduct of our present teams, since they set the example that will be followed by future teams.

A student's ethical and moral behavior should be exemplary not only during the season, but also during the off-season and summer months as well.

**The following general rules and regulations will be considered as guidelines which students are expected to respect and to maintain:**

1. **SCHOOL ATTENDANCE:** Participants will be expected to exhibit exemplary student behavior in regard to attendance. Whenever possible, contests will be scheduled so as not to conflict with classes. The student must be in attendance all day on the day of a contest to be eligible, unless authorized by the Athletic Director and/or the Principal. The head coach, teacher or sponsor will insist upon attendance in all academic classes. Any missed class work should be made up immediately after returning to the class.
2. **PARTICIPATION:** Participation in extracurricular activities is available to all students. Every student is expected to attend each practice unless excused by the coach in advance, or in an emergency. Promptness is also imperative if a person is to succeed as a student. It is considered an honor to participate in Jacksonville Middle School extracurricular activities. The attitude and conduct of the student must coincide with the rules and regulations set forth and should be above reproach.
3. **APPEARANCE:** Dressing and grooming regulations will be in agreement with the rules established by the junior high school and particular activities.
4. **COMMITMENT:** The rules and regulations for students will be considered a commitment between the student and the school. Violations will be handled according to the procedures outlined in this handbook.
5. **REST:** Students will be expected to maintain regular hours and to restrict outside activities so that their physical performances will not be hampered in any way by improper rest.
6. **INJURIES:** Injuries should not be neglected under any circumstances, regardless of how minor. Proper reporting of injuries to the coach, teacher or supervisor is necessary for proper care. In addition, the student is obligated to report all injuries to the school nurse as soon as possible for insurance purposes.
7. **SCHOLARSHIP:** The student should maintain study habits so that maximum results will be derived from classes. Attendance at all classes, an attentive attitude, and an awareness of eligibility rules are necessary.
8. **TOBACCO-ALCOHOL-DRUGS:** It is obvious the use of tobacco, juuling, vaping, e-cigarettes, alcohol, and/or illegal or non-prescription drugs adversely affects the performance of students. A student's use of tobacco, alcohol, or drugs impairs his/her ability to perform and adversely affects the program in which he/she is participating and appropriate discipline shall be administered.
9. **OTHER ACTIVITIES:** Involvement in other activities should be considered as they could affect the performance of the individual. Any activity that would prevent maximum performance should be evaluated through consultation with the coach, teacher or supervisor.

## JMS ELIGIBILITY RULES

Jacksonville Middle School requires students participating in IESA sanctioned activities to maintain a passing grade in all of their classes. For eligibility, a student must not have a summative course grade during the activity season of "F". A student will be deemed academically ineligible until the grade of "F" is a passing grade.

Eligibility lists are distributed every week to all faculty. If a student is declared academically ineligible he/she will not participate in a contest until declared eligible on the next eligibility list. Eligibility runs Monday through Sunday.

## JMS "CITIZENSHIP CODE"

Any student participating in an extracurricular activity at Jacksonville Middle School who repeatedly receives behavioral referrals, in-school suspensions, and external suspensions or has excessive absences will forfeit privileges of participation. Instances will be dealt with on a case by case basis.

## BULLYING, INTIMIDATION AND HARASSMENT

Bullying, intimidation and harassment in any form will not be tolerated. This includes sponsor to student, student to student, student to sponsor and sponsor to sponsor. Upon report of an incident there will be an investigation of the alleged incident and with validation of the incident, appropriate consequences and remedial action will be administered.

## EXTRACURRICULAR ACTIVITIES POLICIES

1. **DROPPING OR TRANSFERRING SPORTS:** A person who quits, loses the privilege of participation in athletics. On occasion, however, an athlete may find it necessary to drop a sport or activity for a good reason. If this is the case, the following consideration and procedure must be followed:
  - a. Talk to your immediate coach and then to the head coach.
  - b. Report your situation to the Athletic Director.
  - c. Check in all equipment issued to you.
2. **EQUIPMENT:** School equipment checked out by the student is his/her responsibility. He/she is expected to keep it clean and in good condition. Loss of any equipment is the student's financial obligation.
3. **MISSING PRACTICE:** A student should always consult his/her coach, teacher or sponsor before missing practice.
4. **SCHOOL ATTENDANCE:** On the day of a contest, a Jacksonville Middle School student shall be in attendance that full day. Exceptions must be cleared in advance with the Athletic Director coach, teacher, or sponsor.
5. **TRAVEL:** All students should travel to and from out-of-town contests in transportation provided by the school district. Students will remain with their squad and under the supervision of the coach, teacher or supervisor when attending away contests unless written permission has been given to the Athletic Director or supervisor by the parent/guardian to ride with the student's parent/guardian. The Alternate Transportation form must be completed a minimum 24 hours in advance if the student's parent/guardian is requesting another adult transport their child. The Alternate Transportation Agreement will be provided upon request to the Athletic Director.
6. **DRESS ON TRIPS:** Students will be expected to dress appropriately for all trips. The coach, teacher or sponsor is responsible for advising the students what they will need for a trip.
7. **DRESSING ROOM REGULATIONS:** A student should show proper respect for any visitors and their facilities. "Horseplay" can be dangerous on the slick floors in a dressing room and will not be tolerated at any time. Students should safeguard their equipment, clothing, and valuables at all times and be sure to turn off all the showers.
8. **UNSPORTSMANSHIP ACTIONS:** Any student or parent spectator who is asked to leave any extracurricular contest for unsportsmanlike actions will not be allowed to the next home contest. Continuance of such actions or behavior will result in no admission to any extracurricular events at Jacksonville Middle School for an entire year.

## **BEHAVIOR CODE**

### **A. PURPOSE**

The dual purpose of this document is to state the rules relating to the Behavior Code for students at Jacksonville Middle School and to outline the process which takes place when Jacksonville Middle School becomes aware that a student has violated any of those rules.

The policies, rules and procedures written in this Code reflect the general educational philosophy of the coaches, sponsors and administrators at Jacksonville Middle School and have been reviewed and endorsed by the Board of Education of School District 117. The primary purpose of the Jacksonville Middle School Extracurricular Behavior Code is to promote a positive attitude and image for JMS students and teams, which represent the school and community in interscholastic competition. The rules contained in the Code are not meant to be restrictive; rather, regulations are designed to protect the health and reputation of the student and extracurricular programs.

### **B. REQUIREMENTS**

Prior to participating in an activity at Jacksonville Middle School, the student and his/her parent/guardians are encouraged to attend the respective athletic meeting to receive an explanation of the Student Handbook. After receiving an explanation of the handbook and answers to any questions they may ask, the student and parent/guardian must sign a Student Handbook affirming that they understand the rules, penalties and process presented and which bind the student to adhere to the Student Handbook.

### **C. SUSPENSIONS**

If a student is on external school suspension, he/she may not practice nor compete in JMS extracurricular activities during that suspension.

If a student is on internal school suspension, he or she may practice and/or compete in JMS extracurricular activities at the discretion of the coach and/or athletic director.

### **D. FIGHTING**

A student who is caught fighting off campus will not be subject to the penalties defined by this Code unless the incident becomes a police matter. However, the coach, teacher or supervisor of that student may address the incident.

### **E. RULES**

A student who is caught violating any laws will be subject to the penalties as defined within this Code.

For health, safety and legal reasons, students who participate in interscholastic activities at Jacksonville Middle School are prohibited in-season and out-of-season from using tobacco products, illegally possessing or consuming alcohol and possessing or consuming illegal nonprescription drugs. A student who is caught violating this rule will be subject to the penalties as defined within this Code.

### **F. INVESTIGATION**

Violations of this code will be investigated and handled individually by the Jacksonville Middle School Athletic Director and/or the Jacksonville Middle School Administration.

During an investigation of an alleged code violation, the Jacksonville Middle School Athletic Director and/or the Jacksonville Middle School Administration may rely upon law enforcement officials, news media, eyewitnesses or school district officials. Just as our courts cannot convict suspects on the basis of hearsay evidence and rumors, neither can school officials impose penalties without real evidence of violations.

### **G. PENALTIES FOR CODE VIOLATIONS**



**First offense:** After the first offense against the Behavior Code, a student will be suspended immediately for a minimum of 1/9 of the competitions, which will include at least one contest. Any student will be allowed to practice with the team during his/her suspension. If the violation occurs out-of-season, the student's suspension will begin on the Monday prior to his/her first interscholastic competition of the new season.

Before resumption of competition, the student and his/her parent/guardian must contact the Head Coach or teacher, Athletic Director or JMS Administration to arrange a conference. The purpose of the conference is to review the facts and circumstances surrounding the infraction, the present situation, and the future implications.

**Second Offense:** After a second offense against the Behavior Code, the student will be immediately dismissed from the team for the remainder of the season and will forfeit all awards he/she is eligible to receive. If the second violation occurs out-of-season, the student will not be considered to resume participation practices or events at Jacksonville Middle School until he/she meets the following requirements:

1. Agree to attend a mandatory counseling program;
2. Prior to the season starting and with the coach's or teacher's approval, work as a manager or statistician for an entire season for any Jacksonville Middle School interscholastic activity, attend all practices and activities;
3. Enact the Appeal Process at the Principal level for reinstatement. Reinstatement is not guaranteed by simply completing items 1 and 2.

**Third Offense (in-season/out-of-season):** After the third offense in-season/out-of-season, the student is declared ineligible for one (1) calendar year. After one year, the student may petition in writing the Appeal Process to hear any evidence to be considered for reinstatement to participation at Jacksonville Middle School.

#### **ADDITIONAL OFFENSES and PROVISIONS:**

Should a student receive a major suspension of 5 or more days this will be considered a First Offense Extracurricular Code violation. Any additional major suspension will be considered a Second Offense. A third major suspension will be considered a Third Offense of the Code.

Inappropriate pictures posted on the web or produced in a hard copy format will be investigated by the appropriate individuals at JMS. Upon completion of the investigation, a decision will be made if the pictures constitute a violation of the Code.

Should a student not be able to complete the penalties during the current activity, all penalties will carry over to the next activity. This may carry over from one school year to the next school year.

**Truth Provision:** If a student's denial of an offense is found to be false, all consequences will be doubled.

**Admission Provision:** If a student informs a school official they may have a dependency problem, and the student completes a counseling program related to the dependency, the student may receive a one time "no penalty."

#### **CONCLUSION**

The primary purpose of any athletic program or activity at Jacksonville Middle School is to support the development of our students both academically and socially. Our hope is that participation in extracurriculars while in middle school will open doors to successful future endeavors in high school and beyond. This is our commitment!

#### **JMS Extracurricular Handbook Acknowledgement**

I will review the JMS Extracurricular Handbook with my child in an effort to ensure understanding of participant expectations. My signature below acknowledges receipt.

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Parent/Guardian Signature

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Date

As a participant in extracurricular activities at Jacksonville Middle School, I understand it is my responsibility to review and adhere to all expectations associated with my participation and representation of Jacksonville Middle School.

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Participant Signature

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Date