

**Whiteriver Unified School District**



**Student & Parent  
Activity Handbook**

**SCHOOL YEAR  
2026-2027**

WUSD School Board Approval Date: 07/08/2026



### **Alchesay High School**

Monica Barajas, Principal

Laurel Endfield, Assistant Principal/CTE Director

Deborah Salcedo, Assistant Principal/Athletic Director

Peggy Goklish, Athletic Clerk

### **Canyon Day Junior High School**

Darcy Helle, Principal

Brianna Endfield, Assistant Principal/Athletic Director

### **Cradleboard Elementary School**

Anna Pagatpatan, Principal

Brianna Endfield, Athletic Director

### **Seven Mile Elementary School**

Misty Cook-Goseyun, Principal

Brianna Endfield, Athletic Director

### **Whiteriver Elementary School**

Bonnie Kasey, Principal

Brianna Endfield, Athletic Director



## **INTRODUCTION**

This handbook is designed to provide information about the extracurricular activities available for students within the Whiteriver Unified School District. It also contains information pertinent to the policies, regulations, and rules of those programs. Board Policy [JJJ] – Extracurricular Activity Eligibility defines extracurricular activities as, “All interscholastic activities in grades four (4) through twelve (12) that are 1) of a competitive nature and involve more than one (1) school where a championship, winner, or rating is determined and 2) endeavors for which no credit is earned in meeting graduation or promotion requirements that are of a continuous and ongoing nature, organized, planned, or sponsored by the District, consistent with District policy, shall be conducted under the provisions of this policy. Such activities will be established and designed to offer students worthwhile athletic and leisure-time interests, wholesome recreational and social activity, and an opportunity to develop skills in democratic and cooperative management for these activities. These programs will be appropriate to the maturity of students and as varied as staff and facilities permit.”

Handbook information includes but is not limited to; the Arizona Athletic Association (AIA), AIA 3A Conference, the White Mountain League (WML), and the Ft. Apache Youth Athletic League (FAYAL) of which our schools are members of.

### **PHILOSOPHY**

Whiteriver Unified School District believes that its primary role is to offer an educational program that fosters positive self-images that allow all students to become productive and responsible citizens.

Understanding that all students are special, unique, and differing in abilities, capabilities and interests, a variety of activities are offered for their involvement.

It is believed that participation in athletics and activities can be an important and integral part of the educational program. Programs are designed to assist and support the overriding principles of the Whiteriver Unified School District.

Extracurricular activities should be seen as an avenue that will allow students to compete and excel in a variety of opportunities, thus generating in them those qualities that will help them succeed in the educational program, such as:

1. Motivation
2. Self-Discipline
3. Perseverance
4. Goal Setting
5. Leadership
6. Pride
7. Sportsmanship

It is understood that there is a positive relationship between healthy mind and body, and the ability to achieve intellectually. Extracurricular Activities will assist in this effort.

It is not the intent of the Whiteriver Unified School District to sacrifice ideals to support those students that expect to succeed in college or professional athletics or activities, but to offer comprehensive programs that will allow students to gain a sound educational foundation.

Whiteriver Unified School District believes there is a need to maintain a proper balance between the academic programs and extracurricular activities.

THE FUNDAMENTALS OF SPORTSMANSHIP

1. **Gain an understanding and appreciation for the rules of the contest.**

The necessity to be well informed is essential. Know the rules. The spirit of good sportsmanship depends on conformity to a rule's intent as well as to the letter of a given rule.

2. **Exercise behavior that is representative of sound values at all times.**

The true value of interscholastic competition relies upon everyone exhibiting behavior which is representative of a sound value base. A proper perspective must be maintained if the educational values are to be realized. Your behavior influences others whether you are aware of it or not.

3. **Recognize and appreciate skilled performances regardless of affiliation.**

Appreciation of an opponent's good performance displays generosity and is a courtesy that should regularly be practiced. This not only represents good sportsmanship but reflects a true awareness of the game by recognizing and acknowledging quality.

4. **Exhibit respect for the officials.**

The officials of any contest are impartial arbitrators who are trained and who perform to the best of their ability. Mistakes by all those involved in the contest are a part of it. The responsibility of the outcome of a contest should not be placed on the official(s). The rule of good sportsmanship is to accept and abide by the decision made.

5. **Display openly a respect for the opponent at all times.**

Opponents at our home games are guests and should be treated cordially, provided with the best accommodations, and accorded tolerance at all times. Be a positive representative of your school, team, and family.

6. **Display pride in your actions at every opportunity.**

Your actions should exhibit good judgment. As a school representative you are responsible to act in a positive manner at all times.

SPORTSMANSHIP CODE

- Be courteous to teammates, opponents, and fans.
- Be exemplary in your behavior toward everyone present.
- Respect and abide by the official's decisions.
- Exercise self-control at all times.
- Learn to win with character and lose with dignity.
- Display appreciation for a good performance or play regardless of the team.

## **STUDENT ROLES AND RESPONSIBILITIES**

### **STUDENT-ATHLETES**

#### **Role**

The primary responsibility of the student athlete is to gain the best possible education available. Athletics will assist the student in personal growth and development. A proper perspective between academics and athletics must be kept at all times.

#### **Responsibilities**

Players will perform the following responsibilities:

1. Understand the importance of your responsibility and the privilege of representing the school and community
2. Learn the rules thoroughly.
3. Cooperate with the coaches and always exercise good sportsmanship.
4. Always respect the official's judgment and interpretation of the rules.
5. Exercise self-control at all times.
6. Treat opponents with respect.
7. Treat teammates and coaches with respect.
8. Refrain from hazing.

### **STUDENT MANAGERS**

#### **Role**

Similar to the student athlete, the primary responsibility of the student manager is to gain the best possible education available. Managerial duties will assist the student in personal growth and development. Again, a proper perspective between academics and athletics must be kept at all times. Student managers are subject to the same expectations, rules, and penalties as the athletes, including removal from the team if warranted. Student managers are selected in order to assist the coaching staff in effective game and practice management. Student-Managers should be selected from students cut during try-outs, in other cases, managers will be approved by the athletic director. At no time shall a manager have possession of a coach's key.

#### **Responsibilities**

Managers may be asked to perform a variety of responsibilities. These may include assisting with set up for all practices and events, filming, recording statistics, ensuring that water is available to the athletes, preparation and storing of equipment, as well as other duties assigned by the coach.

### **STUDENT CLUB AND ACTIVITY MEMBERS**

#### **Role**

The primary responsibility of student club and activity members is to pursue a well-rounded education, with extracurricular involvement supporting personal growth, leadership, and collaboration. Participation in clubs and activities should complement academic success, never compromise it. A healthy balance between academics and extracurricular commitments must be maintained at all times.

#### **Responsibilities**

Members will be expected to fulfill the following responsibilities:

1. Understand and embrace the privilege of representing the school and contributing to the campus community.
2. Learn and follow all club/activity rules, procedures, and expectations.
3. Show commitment by attending meetings, events, and practices regularly and on time.
4. Cooperate with club advisors, leaders, and fellow members.
5. Exhibit respectful and responsible behavior during all school-sponsored events and interactions.

6. Demonstrate integrity, fairness, and inclusivity in all club-related activities.
7. Support and uplift fellow members—bullying, hazing, or exclusion will not be tolerated.
8. Maintain academic eligibility and prioritize schoolwork when scheduling conflicts arise.

## STUDENT CLUB AND ACTIVITY OFFICERS

### Role

Club and activity officers have the additional responsibility of guiding their group toward its goals while modeling leadership, accountability, and respect. Officers must maintain a balance between academics and leadership duties while working closely with advisors to ensure the club runs smoothly and inclusively.

Officers are held to high standards and may be subject to removal from their role if expectations are not met or if conduct is inappropriate.

### Responsibilities

Officers may be expected to:

1. Plan and lead meetings, events, and activities in collaboration with the advisor and members.
2. Communicate clearly and consistently with the membership and advisor.
3. Keep accurate records (e.g., meeting notes, attendance, budget reports) as appropriate to the role.
4. Promote involvement and foster a welcoming, respectful environment for all students.
5. Serve as a liaison between the club and the greater school community.
6. Be proactive in conflict resolution and uphold the values of the club and school.

## UNIFORMS & EQUIPMENT

Students participating in athletics, activities, or clubs may be issued necessary equipment and uniforms to compete in a variety of school events. Equipment and uniforms are the property of the Whiteriver Unified School District and students are expected to properly care for and return issued equipment and uniforms upon completion of the season or event. Students will be charged a replacement fee if not returned and/or damage fee if applicable.

Students will not be eligible for the next sports season or event until all equipment and uniforms are returned. In the event of lost or damaged equipment and uniforms, the student is not eligible for the next season or event until the replacement fee has been paid in full.

Students will not be reissued a replacement until original item is returned or paid for: Replacements may not be available dependent upon team numbers and inventory.

- Exception:
  - Coach/sponsor verifies in writing to athletic director or administrator that such item was lost or damaged by "circumstances beyond student's control." **Note:** Report must be submitted to the appropriate administrator within 2 days after loss/damage occurs; it must specify all related details.

Any student participating in athletics, clubs, and/or activities with any WUSD school is expected to follow, at minimum, the Governing Board approved school dress code. Some school clubs may have state and national guidelines that require additional restrictions to dress code.

Replacement costs vary per sport or activity. To determine replacement costs for any lost or damaged items, students must contact the appropriate school administrator.

## ALCHESAY HIGH SCHOOL

### **ARIZONA INTERSCHOLASTIC ASSOCIATION MEMBERSHIP**

Alchesay High School is a member of the Arizona Interscholastic Association and adheres to the association constitution and bylaws. A full text of the constitution can be found at the AIA website [www.aiaonline.org](http://www.aiaonline.org). Below is a summary of bylaws pertinent to student-athlete participation.

### **Article 15 Student Eligibility Rules**

#### **Enrollment Rule (15.3.1)**

Only students enrolled at a member school in grades 9 through 12, inclusive, shall be eligible for interscholastic competition, team practices and tryouts. A student's school of enrollment is the school where the student's permanent records are maintained and from which the student is eligible to graduate.

#### **Domicile Rule (15.5.1)**

Arizona recognizes open enrollment. A student entering ninth grade for the first time may enroll at any AIA member high school and be immediately eligible for athletics. After the student's initial high school enrollment, any subsequent change of schools is governed by the AIA Transfer Rule.

#### **Age Limit/Birth Record Rule (15.6.1)**

Age Limits – If a student becomes 19 years of age after September 1, he/she is eligible to compete for the remainder of that school year. If he/she becomes 19 years of age on or before September 1, he/she is not eligible for any part of that school year.

#### **Physical Examination Rule (15.7.1)**

A student shall not be allowed to practice or compete in interscholastic athletics until there is on file with the principal or his/her designee a record of a participation physical examination (PPE) performed by a doctor of medicine (M.D.), an osteopathic physician (D.O.), a naturopathic physician (N.D., N.M.D.), a certified registered nurse practitioner (N.P.) licensed to practice, a certified physician's assistant (PA-C) registered by the Joint Board Of Medical Examiners and the Osteopathic Examiners in Medicine and Surgery, or a certified chiropractic sports physician (CCSP). The physical examination for the following school year shall be given on or after March 1. The physical examination card on file shall be signed by one of the aforementioned medical providers and shall state that, in the opinion of the examining provider, the provider did not find any medical reason to disqualify the student from practice or competition in athletic contests. The principal or his/her designee, if deemed advisable, may require a student to be reexamined.

#### **Parent or Legal Guardian Consent Rule (15.8)**

Parental or legal guardian consent is required before a student can be eligible to practice or compete in interscholastic competition. All students shall have on file with the principal or his/her designee appropriate permission in which the parent or legal guardian authorized participation.

#### **Maximum Participation Rule (15.9)**

After a student first enrolls in the ninth grade, he/she has a maximum of eight semesters of opportunity and a maximum of four seasons of opportunity in each sport or activity. Semesters 1-8 must be consecutive.

#### **Transfer Rule (15.10)**

A student who changes enrollment after attending one or more classes at another school is considered a transfer student under AIA rules. Transfer students may be subject to eligibility limitations depending on the circumstances of the transfer. Required AIA transfer documentation (Form 550) must be completed by the sending and receiving schools. Families should contact the Athletic Director before transferring to discuss eligibility.

#### **Recruitment Rule (15.12)**

Whiteriver Unified School District fully supports and enforces the AIA Recruitment Rule (15.12). Recruitment is defined as influencing a student to enroll in or transfer to a school for the purpose of participating in interscholastic athletics. Recruitment by school employees, coaches, volunteers, or other individuals acting on behalf of a school is prohibited.



## PROGRAMS OFFERED

### FALL SPORTS & ACTIVITIES

- **Football** – Open to male and female student-athletes (Maximum Team Size: 40 per level – 3 Managers MAX)
  - JV and Varsity
- **Volleyball** – Open to female student-athletes only (Maximum Team Size: 12/Level – 1 Manager/Team)
  - Freshmen, JV and Varsity
- **Cross Country** – Open to male and female student-athletes (Maximum Travel Roster: 40 student-athletes – 1 Manager MAX)
  - Varsity
- **Chess** – Open to male and female students (Maximum Travel Roster of 12 students\*\*)
  - Varsity and Alternate
- **Spiritline** – Open to male and female student-athletes (Maximum Team Size: 13/Level w/ 1 mascot – No Managers)
  - JV and Varsity

### WINTER SPORTS & ACTIVITIES

- **Basketball** – Open to male and female student-athletes (Maximum Team Size: 12/Level – 1 Manager/Team)
  - Freshmen, JV and Varsity
- **Wrestling** – Open to male and female student-athletes (Maximum Travel Size: 2 Wrestler/Class - 1 Manager/Team\*\*)
  - JV and Varsity
- **Spiritline** – Open to male and female student-athletes (Maximum Team Size: 13/Level w/ 1 mascot – No Managers)
  - JV and Varsity

### SPRING SPORTS & ACTIVITIES

- **Softball** – Open to female student-athletes only (Maximum Team Size: 16/Level - 1 Manager/Team)
  - JV and Varsity
- **Baseball** – Open to male student-athletes only (Maximum Team Size: 16/Level - 1 Manager/Team)
  - JV and Varsity
- **Track** – Open to male and female student-athletes (Maximum Travel Size: 45 - Must Compete in 2 Events – 1 Manager)
  - Varsity
- **E Sports** – Open to male and female students (Maximum Travel Roster of 12 students\*\*)
  - JV and Varsity

**\*Note: Freshmen and JV Programs are dependent upon adequate numbers to safely participate in lower-level contests.**

**\*\*Final Rosters must be completed immediately following the tryout period and submitted to the athletic director with all student-athlete tryout rubrics. Any roster changes or modifications must be approved by Athletic Director.**

## CLUBS & ACTIVITIES OFFERED

Alchesay High School offers a variety of student clubs, career and technical student organizations, and activities, including but not limited to:

Student Council, National Honor Society, Indian Club, FCCLA, FBLA, Skills USA, Grade-Level Councils, Robotics and more.

**\*Note: Some student clubs may have specific membership requirements. Check with club sponsors to determine eligibility to participate.\***



## ATHLETIC PARTICIPATION

**Students at every level MUST have a physical examination given after March 1<sup>st</sup> every year to be eligible for the next school year.** \*The appropriate physical form must indicate the date for each school year. Physicals are valid for one year, from the date of physician's signature. Physicals are valid only if cleared for participation by a physician.

Before any student participates, he/she must meet the following eligibility requirements in addition to physical clearance:

- A. AIA required forms including Performance Enhancing Drug Position Statement, Concussion Awareness, and Emergency Consent forms must be completed.
- B. A score of 80% or better on the AIA mandated Brain Book Quiz and Opioid Education.
- C. Name on eligibility list to participate/practice. *(Final Rosters submitted at the end of the try-out period.)*
- D. Transfer students must be cleared by the Athletic Director **before** being allowed to participate.

**Student-Athletes will receive a yellow clearance card issued by the athletic clerk/director when all requirements have been met. Student-Athletes must present yellow card to coaching staff prior to being allowed to participate. A student is not considered a participating athlete until a yellow card is presented. Failure to submit a yellow card during the duration of any tryout period will not excuse nor extend a tryout for any student.**

**\*Summer Participation:** Students will receive a blue clearance card issued by the athletic clerk/director once the following requirements have been met.

- A. New School Year Enrollment is complete
- B. New School Year Physical Clearance complete
- C. Summer Emergency Consent Form is complete

## EXTRACURRICULR ACTIVITY PARTICIPATION

Before any student participates, he/she must meet the following eligibility requirements in addition to physical clearance where necessary:

- A. Extracurricular Activity Consent Form and Emergency Consent Form must be completed and returned to club/activity sponsor.
- B. Academic, Attendance, and Behavior Eligibility will be followed for participation in clubs or activities.

## ELIGIBILITY REQUIREMENTS FOR EXTRACURRICULAR ACTIVITIES

### ACADEMIC ELIGIBILITY

#### **THREE to FOUR WEEK CHECKS**

1. Eligibility is run on specified Thursdays. An eligibility report will be generated from the teachers' grades using the district student information system, Synergy. Any teacher errors or changes to grades must be corrected in Synergy and then documented in writing via email with the athletic director and school administration.
2. Any student having a failing grade (in any class) will be placed on academic probation for the first occurrence. Any student having a failing grade on two consecutive reports will be ineligible to compete until the next report indicates they are passing all their classes.
3. Periods of ineligibility will be effective the Monday after the eligibility report is generated.
4. Before and after school tutoring is available for students. It is highly recommended that students appearing on the F list attend tutoring to bring all grades to passing before the next grade check. Tutoring will not be detrimental to athletic participation. Students should bring a signed note to their coach when coming late from tutoring.
5. Ineligible students are expected to fully participate in practices but may not dress out for home events and cannot travel to away events, this includes students in clubs and activities. *This is in compliance with AIA No Pass, No Play policy.*

6. Passing grades shall be determined on a cumulative basis from the beginning of instruction to the recording of a final grade for the course.

**Progress Grade Checks** occur every three to four weeks (dependent upon holidays in district calendar) throughout the school year. The checks are used for progress monitoring and academic eligibility purposes. Ineligibility lists will be sent by administration/athletic director to all head coaches and sponsors. Head Coaches & Activity Sponsors are responsible for informing students and parents of their eligibility status. Grades checks will be on the following dates:

| 1 <sup>st</sup> Semester Progress Check | 2 <sup>nd</sup> Semester Progress Check |
|-----------------------------------------|-----------------------------------------|
| August 20                               | January 21                              |
| September 10                            | February 11                             |
| October 1                               | March 11                                |
| October 29                              | April 8                                 |
| November 19                             | April 29                                |
| December 17                             | May 17 – Senior grades due              |
| May 20 = All grades due                 |                                         |

### **ATTENDANCE ELIGIBILITY**

1. Students are expected to be in school all day; every day. Students who are consistently absent for periods of a day can and will be withheld from participating in athletics, at administrative discretion.
2. **A student must be in attendance and on-time for all classes to travel or participate in a same-day game or match.** The athletic director or principal are the only people who can excuse an absence prior to or on the day of an event/contest.
3. Student-athletes must be in attendance at school for ½ day in order to practice whether or not the absence is considered excused.
4. Attendance at all meetings, practices, and games is required. If a player must be absent, he/she is responsible for communicating with the coach. Students with multiple unexcused absences will have consequences. Unexcused absences include any absence without a valid excuse.
  - 1st unexcused absence= Playing Time Warning
  - 2nd unexcused absence= Loss of Playing Time
  - 3rd unexcused absence= 1 Game Suspension
  - 4th unexcused absence= Removal from Team
  - Tardiness will not be tolerated. Two Tardies = 1 Unexcused absence. Practice Punctuality.Valid excuses could include medical appointments, immediate family emergencies, educational conflicts, bereavement, traditional/religious purposes, etc. If excusing an absence from school ask to inform coach also.
5. Any event day absences require documentation and **prior** approval by a school administrator. Same day absences on competition/event days will be addressed on a case-by-case basis and may not be approved.

### **BEHAVIOR & DISCIPLINE ELIGIBILITY**

The Whiteriver Unified School District recognizes that participation in student activities may confer important educational and lifetime benefits upon students, and provides a variety of opportunities for all students to participate in such activities in meaningful ways. Participation in any athletic activity or program with the Whiteriver Unified School District is a privilege. Any disciplinary infraction will be handled appropriately by school site administration. Any discipline put into place will be in accordance with the WUSD Discipline Matrix and will be followed by club and activity sponsors as well as all coaches. Furthermore, in choosing to participate, students understand that they are not to participate in any illicit activities including but not limited to, the following:

#### **Hazing**

To this end it is the policy of WUSD to strictly prohibit any instances of hazing of any form, at any level of activity, whether organized or not. Any such activity will result in disciplinary consequences, including possible suspension or expulsion and law enforcement notification with immediate removal from all athletic team/program participation a

student is currently participating in. Hazing includes any method of initiation into any student organization. Hazing is an activity in which a person intentionally, knowingly, or recklessly commits an act that:

- a. endangers the mental or physical health of another; or,
- b. involves any brutality of a physical nature such as, but not limited to, whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, exposure to the elements; or,
- c. involves consumption of any food, liquor, drug, or other substance; or
- d. involves any activity that would subject the individual to extreme mental stress, such as, but not limited to, sleep deprivation, extended isolation from social contact or conduct that subjects another to extreme embarrassment, shame, or humiliation; or,
- e. involves behavior including, but not limited to, physical violence, restraint, improper touching, or inappropriate exposure of body parts not normally exposed in public settings.
- f. Consent of the victim to hazing is not a valid defense against prosecution.

#### Use of Controlled Substances

A healthy student should refrain from the use of alcohol, tobacco products, steroids or illicit drugs.

Violations of rules prohibiting use of illicit drugs, alcohol, tobacco or steroids during school time or in school- related activities will be referred to school administrators for appropriate disciplinary measures. All disciplinary measures will take precedence over playing time. A student given discipline may miss one or more events due to any disciplinary measure. Any student may not participate in practices or contests while under disciplinary measures.

*Note: If documentation and/or evidence is available of a violation outside of school time or property and a police report was filed, the Whiteriver Unified School District Discipline Matrix may be enforced.*

In addition to the disciplinary actions prescribed by the matrix, the following guidelines will be used for participants in athletics:

#### **VIOLATION OF TOBACCO RULES**

| <u>Occurrence #</u> | <u>Minimum</u>                  | <u>Maximum</u>                      |
|---------------------|---------------------------------|-------------------------------------|
| 1                   | Reprimand & Parent conference   | Follow School Prescribed Discipline |
| 2                   | Removal from team/club/activity |                                     |

#### **VIOLATION OF AIA POSITION STATEMENT** *(Use of Supplements, Drugs AND Performance Enhancing Substances)*

| <u>Occurrence #</u> | <u>Minimum</u>                  | <u>Maximum</u>                 |
|---------------------|---------------------------------|--------------------------------|
| 1                   | Meeting with athlete & parent   | Follow AIA Rules & Regulations |
| 2                   | Removal from team/club/activity |                                |

#### **VIOLATION OF RULES ON DRUGS, ALCOHOL, OR OTHER ILLICIT SUBSTANCES**

There will be **zero tolerance** for students found to be under the influence of and/or in possession of a controlled substance (alcohol, marijuana, prescription or OTC medications) during the school day, at school functions, or on school/district grounds. Such violation will result in automatic removal from any team/activity the student is participating in, including any discipline put in place by school administration.

Students may try-out for the next sport season if eligible to do so.

**\*\* Due to confirmed, and alleged, incidents on past overnight trips, students and their luggage will be inspected/searched by an administrator before boarding transportation. In the event of an incident at a site where an administrator is not present, local authorities will be called. Parents/Guardians will be responsible for picking up their student should an incident occur.**



## CANYON DAY JUNIOR HIGH SCHOOL

### WHITE MOUNTAIN LEAGUE MEMBERSHIP

Canyon Day Junior High School is a member of the White Mountain League and adheres to the handbook and bylaws of the league. A full text of the White Mountain League Handbook can be requested by the site athletic director. Below is a summary of bylaws pertinent to student-athlete participation.

Individual Code: *(Rule 18)*

- a. Participants in the White Mountain League cannot have reached their fifteenth birthday before September 1st of that year.
- b. White Mountain League players may not participate with any other school sponsored team during the same season of that sport.

### WML PROGRAMS OFFERED

#### QUARTER 1 SPORTS & ACTIVITIES

- **Football** – *Open to male and female student-athletes*
  - JV and Varsity
- **Softball** – *Open to female student-athletes only*
  - JV and Varsity
- **Cross Country** – *Open to male and female student-athletes*
  - Varsity

#### QUARTER 2 SPORTS & ACTIVITIES

- **Volleyball** – *Open to female student-athletes only*
  - JV and Varsity
- **Wrestling** – *Open to male and female student-athletes*
  - Varsity

#### QUARTER 3 SPORTS & ACTIVITIES

- **Basketball** – *Open to male and female student-athletes*
  - JV and Varsity
- **Spiritline** – *Open to male and female student-athletes*
  - JV and Varsity

#### QUARTER 4 SPORTS & ACTIVITIES

- **Track** – *Open to male and female student-athletes*
  - Varsity

***\*Note: JV Programs are dependent upon adequate numbers to safely participate in lower-level contests.***

### CLUBS & ACTIVITIES OFFERED

Canyon Day Junior High School offers a variety of student clubs and activities, including but not limited to:

Student Council, Indian Club, FCCLA, Robotics and more.

***\*Note: Some student clubs may have specific membership requirements.  
Check with club sponsors to determine eligibility to participate.\****





## **ATHLETIC PARTICIPATION**

**Students at every level MUST have a physical examination given after March 1<sup>st</sup> every year to be eligible for the next school year.** \*The appropriate physical form must indicate the date for each school year. Physicals are valid for one year, from the date of physician's signature. Physicals are valid only if cleared for participation by physician.

Before any student participates, he/she must meet the following eligibility requirements in addition to physical clearance:

- A. AIA required forms including Performance Enhancing Drug Position Statement, Concussion Awareness, and Emergency Consent forms must be completed.
- B. Name on eligibility list to participate/practice.

**Coaches will receive a physical clearance list on the first day of tryouts/practice. Student's name MUST be on that list in order to participate. If student is not named on the clearance list, check with athletic director.**

## **EXTRACURRICULAR ACTIVITY PARTICIPATION**

Before any student participates, he/she must meet the following eligibility requirements in addition to physical clearance where necessary:

- A. Extracurricular Activity Consent Form and Emergency Consent Form must be completed and returned to club/activity sponsor.
- B. Academic, Attendance, and Behavior Eligibility will be followed for participation in clubs or activities.

## **ELIGIBILITY REQUIREMENTS FOR EXTRACURRICULAR ACTIVITIES**

### **ACADEMIC ELIGIBILITY**

#### **WEEKLY CHECKS**

1. Grade checks are completed every Monday. An eligibility report will be generated from the teachers' grade books using the district school information system, Synergy. Any teacher errors or changes to grades must be corrected in Synergy and then documented in writing via email with the athletic director and school administration.
2. Any student having a failing grade (in any class) on two consecutive reports will be ineligible to compete until the next report indicates they are passing all their classes.
3. Periods of ineligibility will be effective the Monday after the eligibility report is generated.
4. Lunch and after school tutoring are available for students. It is highly recommended that students appearing on the F list attend tutoring to bring all grades to passing before the next grade check.
5. Students are expected to fully participate in practices but may not dress out for home events and cannot travel to away events if they are ineligible, this includes students in clubs and activities..
6. Passing grades shall be determined on a cumulative basis from the beginning of instruction to the recording of a final grade for the course.

**Progress Grade Checks** occur *every week* (dependent upon holidays in district calendar) throughout the school year. The checks are used for progress monitoring and academic eligibility purposes. Ineligibility lists will be sent by administration/athletic director to all head coaches and sponsors. Head Coaches & Activity Sponsors are responsible for informing students and parents of their eligibility status.

### **ATTENDANCE ELIGIBILITY**

1. Students are expected to be in school all day; every day. Students who are consistently absent for periods of a day can and will be withheld from participating in athletics.
2. Any event day absences require documentation and approval by a school administrator. Same day absences on competition/event days will be addressed on a case-by-case basis and may not be approved.
3. (ADD ATTENDANCE POLICY)

### **BEHAVIOR & DISCIPLINE ELIGIBILITY**

The Whiteriver Unified School District recognizes that participation in student activities may confer important educational and lifetime benefits upon students, and provides a variety of opportunities for all students to participate in such activities in meaningful ways. Participation in any athletic activity or program with the Whiteriver Unified School District is a privilege. Any disciplinary infraction will be handled appropriately by school site administration. Any discipline put into place will be in accordance with the WUSD Discipline Matrix and will be followed by club and activity sponsors as well as all coaches. Furthermore, in choosing to participate, students understand that they are not to participate in any illicit activities including but not limited to, the following:

#### **Use of Controlled Substances**

A healthy student should refrain from the use of alcohol, tobacco products, steroids or illicit drugs.

Violations of rules prohibiting use of illicit drugs, alcohol, tobacco or steroids during school time or in school- related activities will be referred to school administrators for appropriate disciplinary measures. All disciplinary measures will take precedence over playing time. A student given discipline may miss one or more events due to any disciplinary measure. Any student may not participate in practices or contests while under disciplinary measures.

*Note: If documentation and/or evidence is available of a violation outside of school time or property and a police report was filed, the Whiteriver Unified School District Discipline Matrix may be enforced.*

In addition to the disciplinary actions prescribed by the matrix, the following guidelines will be used for participants in athletics:

### **VIOLATION OF TOBACCO RULES**

| <u>Occurrence #</u> | <u>Minimum</u>                  | <u>Maximum</u>                      |
|---------------------|---------------------------------|-------------------------------------|
| 1                   | Reprimand & Parent conference   | Follow School Prescribed Discipline |
| 2                   | Removal from team/club/activity |                                     |

### **VIOLATION OF RULES ON DRUGS, ALCOHOL, OR OTHER ILLICIT SUBSTANCES**

There will be **zero tolerance** for students found to be under the influence of and/or in possession of a controlled substance (alcohol, marijuana, prescription or OTC medications) during the school day, at school functions, or on school/district grounds. Such violation will result in automatic removal from any team/activity the student is participating in, including any discipline put in place by school administration.

Students may try-out for the next sport season if eligible to do so.

**\*\* Due to confirmed, and alleged, incidents on past overnight trips, students and their luggage will be inspected/searched by an administrator before boarding transportation. In the event of an incident at a site where an administrator is not present, local authorities will be called. Parents/Guardians will be responsible for picking up their student should an incident occur.**

## **ELEMENTARY ATHLETICS**

### **FORT APACHE YOUTH ATHLETIC LEAGUE MEMBERSHIP**

Cradleboard Elementary School, Seven Mile Elementary School, and Whiteriver Elementary School are members of the Ft. Apache Youth Athletic League and adheres to the handbook and bylaws of the league. A full text of the Ft. Apache Youth Athletic League Handbook can be requested by the site athletic director. Below is a summary of bylaws pertinent to student-athlete participation.

Individual Code:

- c. Participants in the Ft. Apache Youth Athletic League cannot have reached their thirteenth birthday before September 1st of that year.
- d. Ft. Apache Youth Athletic League players may not participate with any other school sponsored team during the same season of that sport. \*Including Transfer Students

### **FAYAL PROGRAMS OFFERED**

#### **FALL SPORTS & ACTIVITIES**

- **Flag Football** – *Open to male and female student-athletes*
- **Volleyball** – *Open to female student-athletes only*

#### **WINTER SPORTS & ACTIVITIES**

- **Basketball** – *Open to male and female student-athletes*
- **Spiritline** – *Open to male and female student-athletes*

#### **SPRING SPORTS & ACTIVITIES**

- **Slow Pitch Co-Ed Softball** – *Open to male and female student-athletes*

### **CLUBS & ACTIVITIES OFFERED**

All elementary schools offer a variety of student clubs and activities, including but not limited to:

Student Council, Indian Club, Robotics and more.

*\*\* Check with each school site for specific information related to clubs and activities offered.*

***\*Note: Some student clubs may have specific membership requirements.  
Check with club sponsors to determine eligibility to participate.\****

## **ATHLETIC PARTICIPATION**

**Students at every level MUST have a physical examination given after March 1<sup>st</sup> every year to be eligible for the next school year.** \*The appropriate physical form must indicate the date for each school year. Physicals are valid for one year, from the date of physician's signature. Physicals are valid only if cleared for participation by physician.

Before any student participates, he/she must meet the following eligibility requirements in addition to physical clearance:

- A. AIA required forms including Concussion Awareness, and Emergency Consent forms must be completed.
- B. Name on eligibility list to participate/practice.

**Coaches will receive a physical clearance list on the first day of tryouts/practice. Student's name MUST be on that list in order to participate. If student is not named on the clearance list, check with athletic director.**

## **EXTRACURRICULAR ACTIVITY PARTICIPATION**

Before any student participates, he/she must meet the following eligibility requirements in addition to physical clearance where necessary:

- A. Extracurricular Activity Consent Form and Emergency Consent Form must be completed and returned to club/activity sponsor.
- B. Academic, Attendance, and Behavior Eligibility will be followed for participation in clubs or activities.

## **ELIGIBILITY REQUIREMENTS FOR EXTRACURRICULAR ACTIVITIES**

### **ACADEMIC ELIGIBILITY**

#### **WEEKLY CHECKS**

1. Grade checks are due from teachers every Monday. Forms are completed based on documentation of the week prior. Students are responsible for completing the weekly eligibility form with their teacher.
2. If a student is found to be ineligible, the period of ineligibility will be effective until a new eligibility report has been generated the following week.
3. Tutoring is available for students. It is highly recommended that students appearing on the F list attend tutoring to bring all grades to passing before the next grade check.
4. Students are expected to fully participate in practices but may not dress out for home events and cannot travel to away events if they are ineligible.
5. Passing grades shall be determined on a cumulative basis from the beginning of instruction to the recording of a final grade for the course.

**Progress Grade Checks** occur *every week* (dependent upon holidays in district calendar) throughout the school year. The checks are used for progress monitoring and academic eligibility purposes. Head Coaches & Activity Sponsors are responsible for informing students and parents of their eligibility status.

### **ATTENDANCE ELIGIBILITY**

1. Students are expected to be in school all day; every day. Students who are consistently absent for periods of a day can and will be withheld from participating in athletics.
2. Any event day absences require documentation and approval by a school administrator. Same day absences on competition/event days will be addressed on a case-by-case basis and may not be approved.

## **BEHAVIOR & DISCIPLINE ELIGIBILITY**

The Whiteriver Unified School District recognizes that participation in student activities may confer important educational and lifetime benefits upon students, and provides a variety of opportunities for all students to participate in such activities in meaningful ways. Participation in any athletic activity or program with the Whiteriver Unified School District is a privilege. Any disciplinary infraction will be handled appropriately by school site administration. Any discipline put into place will be in accordance with the WUSD Discipline Matrix and will be followed by club and activity sponsors as well as all coaches. Furthermore, in choosing to participate, students understand that they are not to participate in any illicit activities including but not limited to, the following:

### **Use of Controlled Substances**

A healthy student should refrain from the use of alcohol, tobacco products, steroids or illicit drugs.

Violations of rules prohibiting use of illicit drugs, alcohol, tobacco or steroids during school time or in school- related activities will be referred to school administrators for appropriate disciplinary measures. All disciplinary measures will take precedence over playing time. A student given discipline may miss one or more events due to any disciplinary measure. Any student may not participate in practices or contests while under disciplinary measures.

*Note: If documentation and/or evidence is available of a violation outside of school time or property and a police report was filed, the Whiteriver Unified School District Discipline Matrix may be enforced.*

In addition to the disciplinary actions prescribed by the matrix, the following guidelines will be used for participants in athletics:

### **VIOLATION OF TOBACCO RULES**

| <u>Occurrence #</u> | <u>Minimum</u>                  | <u>Maximum</u>                      |
|---------------------|---------------------------------|-------------------------------------|
| 1                   | Reprimand & Parent conference   | Follow School Prescribed Discipline |
| 2                   | Removal from team/club/activity |                                     |

### **VIOLATION OF RULES ON DRUGS, ALCOHOL, OR OTHER ILLICIT SUBSTANCES**

There will be **zero tolerance** for students found to be under the influence of and/or in possession of a controlled substance (alcohol, marijuana, prescription or OTC medications) during the school day, at school functions, or on school/district grounds. Such violation will result in automatic removal from any team/activity the student is participating in, including any discipline put in place by school administration.

Students may try-out for the next sport season if eligible to do so.

**\*\* Due to confirmed, and alleged, incidents on past overnight trips, students and their luggage will be inspected/searched by a coach or administrator before boarding transportation. Student hotel rooms will also be inspected/searched each night of a trip.**

## WUSD POLICIES AND PROCEDURES

### PRACTICE GUIDELINES

#### Tryouts and In-Season Practices

All tryouts and in-season practices must meet all league and district guidelines. Any student entering practice with a valid yellow card is permitted into the tryout and practice as long as the student meets expectations for participation as outlined in the Student Activity Handbook.

At no time may a coach deny a student access to the building by locking and refusing to open doors. Coaches may refuse the student the ability to practice, but they may not refuse them admission to the building. For student safety and district liability, students may not be locked out or expected to wait outside. Coaches are responsible for students from the time they arrive to the time they leave the premises.

All WUSD Practices are **CLOSED PRACTICES**. At no time should any person outside the team be permitted into practices, including other WUSD staff members, family members, etc. Only students on the roster, governing board approved coaching staff, and school administrators are allowed at practices. Any guests or visitors **MUST** be approved through the Athletic Director, at least two weeks in advance.

At all times, Locker Rooms are strictly for WUSD Students and Governing Board Approved Coaching Staff. Under no circumstances are parents/guardians, other students, or the community permitted to be in the locker room.

#### Off-Season Practices

All off-season practices, clinics, competitions, or events should be discussed and approved by the athletic director or site administrator to ensure compliance with A.I.A., league, and district guidelines, including grade eligibility requirements. It is the responsibility of the coaching staff to be familiar with and follow these guidelines.

Off-season practices, clinics, or competitions may be suggested to students by coaches and sponsors; however, participation in these activities are not required. A student's failure to participate in off-season activities must not eliminate him or her from participation or reduce their playing time or status during school events.

**When district facilities are to be used a facility request must be completed and approved prior to use of said facilities.**

#### Holiday Practices

**Teams may not schedule practices during holidays without the prior approval of the athletic director and the principal.**

Should the practice be approved, the absence of the athlete shall have **no detrimental effect** (i.e. reduced playing time or a change in a position chart).

Board-approved holidays include New Year's Day, Martin Luther King, Jr., Day, Presidents' Day, Memorial Day, Juneteenth, Independence Day, Tribal Fair Day, Labor Day, Indigenous Peoples Day, Veterans' Day, Thanksgiving Day, Christmas Day.

Parents and students should be notified in a timely manner if holiday practices are scheduled and also should be informed of the components of this policy.

A student may also miss practice or contests on any other religious holidays recognized by his/her place of worship (including churches and synagogues). Should this occur, the student will not be adversely affected in any way.

Students who participate in school sponsored activities at any time will not be adversely affected for any missed practices. (NAVIT, CTSO's, NHS, StuCo, etc.)

## Weekend & Vacation Practices

Practices may be scheduled during vacations; however, practice schedules must be submitted to and approved by the athletic director two weeks in advance. This information should be distributed to the parents and students as early as possible, after administrative approval. Information should be distributed using governing board approved communication tools—Bloomz. Vacation is defined as those dates approved by the Governing Board that are not holidays. (Fall, Tribal Fair, Thanksgiving, Winter, Spring, Summer)

A student's failure to attend practices and/or events during vacations will not result in reduced playing time or status for the student unless the coach or sponsor has a concern for the safety or welfare of the student.

Athletic competition or club events which occur outside the “recognized” season of competition or school year and practice will revert to club status for resource allocation purposes. District transportation may be used, following appropriate procedures prior to the end of the school year.

It is recommended that coaches create a practice schedule to be distributed to student athletes and parents. Every effort should be made by coaches/sponsors to have a practice and event calendar out to participating students every two weeks to one month.

## School Attendance

**A student must be in attendance and on-time for all classes in order to travel or participate in a same-day game or match.** The athletic director or principal are the only people who can excuse an absence prior to or on the day of an event/contest. Student-athletes must be in attendance at school for ½ day in order to practice whether or not the absence is considered excused. If a student misses practice due to an excused absence from school, the practice shall automatically be considered excused as well. **Attendance requirements remain in effect for the day after competition.**

Attendance at all meetings, practices, and games is required. If a player must be absent, he/she is responsible for communicating with the coach. Students with multiple unexcused absences will have consequences. Unexcused absences include any absence without a valid excuse.

--1st unexcused absence= Playing Time Warning

--2nd unexcused absence= Loss of Playing Time

--3rd unexcused absence= 1 Game Suspension

--4th unexcused absence= Removal from Team

--Tardiness will not be tolerated. Two Tardies = 1 Unexcused absence. Practice Punctuality.

Valid excuses could include medical appointments, immediate family emergencies, educational conflicts, bereavement, traditional/religious purposes, etc. If excusing an absence from school ask to inform coach also.

**Exceptions may be made by the administrator on a case-by-case basis.**

The athletic director or principal are the only people who can excuse an absence prior to or on the day of an event/contest. It is the coach's responsibility to check daily school attendance with the Student Data Coordinator and enforce the policy. Staff will run an attendance sheet for each team at the end of every day which will be available for pick up by 2:30pm. Coaches must pick-up their attendance prior to attending practice.

## **PREVENTION AND CARE OF INJURIES**

Every effort should be made by all members of the staff to minimize the chance of injury to the student participating in any district sponsored activity.

The environment including practice and playing fields, equipment, and policies and procedures should be continually evaluated and modified to ensure safety.

### **Replenishment of Body Fluids**

During practice sessions and contests a student may lose significant amounts of body fluids due in part to perspiration. Every coach or sponsor should make available to each student, fluids that will replenish those lost. Although there are several sports drinks available on the market, WATER should be available to students at all times. The coach or sponsor should schedule breaks to allow students to replenish fluids and allow any student desiring a drink of water to get one.

### **Care of the Injured Athlete**

When a student sustains an injury that results in a communication from a physician that prohibits the student from participating in the sport or activity, the student will not be allowed to participate again until a physician states that the athlete may participate. Medical clearance must be in writing on official documents from the care facility.

Each school should establish guidelines that describe the responsibilities of the coach or sponsor (and, if applicable, the athletic trainer) regarding the decision for an injured student to participate, practice, or compete.

### **Blood-Borne Pathogen Policy**

There is a Comprehensive Blood-borne Pathogen policy that identifies precautions, procedures and assistance that is available to an employee if exposed to bodily fluids.

### **Lightning Rule**

WUSD's policy is that the coach or sponsor will bring students inside when lightning is determined to be 7 miles away. To determine this, count to 36 seconds after you see the lightning flash. If you only get as high as 35 seconds or less when the thunder sounds, bring your students in immediately. The Atmospheric Science Department at the U of A states that a 5-second count equals 1 mile; hence, 35 seconds equals 7 miles.

## **DETERMINATION OF A STUDENT'S ABILITY TO PARTICIPATE AFTER AN INJURY**

Any injury requiring attention on or off the playing field/court or another event location that significantly interrupts the progression of the event requires medical clearance. At no time should a student re-enter a contest without medical clearance. Coaches, nor parents, are permitted to make a decision to allow a student to re-enter competition after an injury.

**After a student sees a doctor, he or she must secure a written release granting authorization to return to participation.** After a medical release and while the student is receiving rehabilitation therapy from the student's primary care physician, and/or physical therapist should recommend to the head coach or sponsor when the student is ready to return to competition. Medical clearances will be followed by all coaching staff. Medical clearances are required to be submitted to the athletic director.

**\*\*INJURIES SUSTAINED INVOLVING AN INJURY TO THE HEAD OR NECK:** Any athlete who sustains a head or neck injury during participation must be removed from play immediately and may not return to the contest unless they have been evaluated and medically cleared by an Emergency Room (ER) physician or their Primary Care Provider (PCP). Coaches, parents/guardians, and on-site EMS personnel are not authorized to determine an athlete's fitness to return to play or to provide medical clearance for re-entry into the contest.



The head coach is also responsible for J.V. and freshman team students who are injured, using the same criteria as above.

If there is a concern regarding any student's well-being and/or overall physical health the coach or sponsor may ask for a doctor's release prior to allowing a student to participate. The coach or sponsor may consult the School Nurse, Athletic Director, or another Administrator before making a request.

Should a disagreement occur, the athletic director will make the determination after consulting with medical personnel, athletic trainer, head coach or sponsor, and parents.

Per AIA all coaches must complete NFHS education course entitled Concussion in Sports-What You Need to Know regarding treatment and return to play following a concussion. Club & Activity Sponsors are required to complete the Vector training course on Concussion Awareness. All head coaches are required to hold valid CPR/First Aid certification cards.

## **TRANSPORTATION REGULATIONS**

Activity staff and students represent the District at all times. When being transported by District transports all transportation rules and regulations are in effect.

The transportation driver is responsible to ensure that all district, state, and federal regulations are followed.

All members of the staff should cooperate with the requests made by the driver.

Students are expected to ride to and from contests by district transport. Students not returning on district transportation must be signed out with the head coach or activity sponsor. Only legal parents or guardians may sign out a student.

The ability to drink and eat on the bus is the decision of the driver. All drinks should have a closable lid and no glass containers/fountain drinks are permitted. Staff and students are responsible to leave the bus as neat as it was found.

### **General Rules-Transportation**

- Wherever possible, rear seats will remain empty.
- Remain seated; keep aisles and exits clear. Students may not lay across seats or keep bags in the aisles.
- Students may not be laying down on the bus floor at any time.
- Students may not stand or move seats while the bus is in motion.
- Keep head, arms and all objects inside the bus.
- Use seat belts, in buses so equipped. It's the law and district policy!
- Profane language, shouting, or obscene remarks or gestures will not be tolerated.
- On night trips, the rear emergency door dome light must be left on for safety.
- Cell phone flashlights may not disrupt the driver.
- Use of tobacco, in any form, is prohibited on a school bus.
- At no time shall intoxicating liquor, dangerous, or narcotic drugs or any prohibited substance be permitted on a school bus.
- Wherever extra equipment such as instruments, ice chests, bags, and boxes containing sports equipment are carried on the bus, it must be properly secured either in the lower bus compartments, on the seats, or on the floor. The aisle is not to be blocked at any time
- The group using the bus is responsible for cleaning up trash, spilled soda, etc., after each trip. Coaches/Sponsors should check the bus before and after the trip for damage and cleanliness.
- If more than one bus is used, all buses will depart together or at times designated by administration and the transportation supervisor.
- When stopping for meals, the coach or sponsor will call ahead to make arrangements for the group. Some fast-food places are not staffed for groups of 30 or more at one time. Meal stops should be quick to allow for safe return and to meet transportation legal regulations.

- If a student is released to the custody of a parent or guardian, district responsibility is ended at that time. All students must be signed out on the appropriate WUSD form.

### Upon Return from Away Trips

On away trips on which large buses are used, students may be picked up at multiple locations or come to the transportation building or field house. On the return trip to Whiteriver the following drop off points will be used:

When returning from the north:

- Hon-Dah Casino – Hotel Parking Lot
- Round Top Turn-Off
- Café Gazhoo

When returning from the south:

- Cibecue Junction
- Carrizo Store
- Cedar Creek Store
- Canyon Day Store

Students are asked to call parents when the bus is about 30 minutes out from their pickup point. It is the responsibility of the parent/guardian to ensure that transportation is available when a student returns from an event. Parents are asked to be at the pickup point when the bus arrives. The drop off will be off the main highway and not entering the communities.

**The bus will not wait at any stop.** If a student's ride is not there, they will remain on the bus until it reaches the bus barn or until their ride arrives at another stop in time to pick them up. Students **may not** exit transportation unless their ride is present. At no time will a student be left to wait for their ride. All students are required to be picked up within 15 minutes of arrival at the bus barn or field house. If a student is not picked up, coaches/sponsors will contact the authorities to transport the student home. In that event, the student will not be permitted to travel on the next away trip.

When the white fleet vehicles are used on away trips, and being driven by staff members, the vehicle may **ONLY** stop at the same listed drop-off points.

**All students are under the auspices of Whiteriver Unified Comprehensive Discipline Policy. Staff has the responsibility for enforcing the discipline matrix. If the conduct of a student is such that he/she presents a danger to him/herself or others or causes substantial disruption, WUSD reserves the right to send the student home at parent/guardian's expense.**

### DISTRICT ACCOUNTS

#### **TRIP ACCOUNTABILITY – DISTRICT PROVIDED MEALS AND FUEL**

Breakfast and lunch will be provided by the cafeteria on week day trips, and evening meals will be provided for all away trips of more than 50 miles. Meals will also be provided during post-season playoffs.

There will be no stop for dinner when traveling from the following sites: Blue Ridge and Show Low.

The district will provide funds for meals for students according to the current State of Arizona Accounting Manual.

Funds will be dependent upon:

- A. Distance
- B. Time and Date of Departure and Return
- C. Partial or Full Day Rate

## **FUNDRAISING**

### Governing Board Policy JJE:

Fund-raising activities by students on school premises or elsewhere as representatives of the school will be permitted only for the types of fund-raising activities approved by the Governing Board and when connected with specific school activities approved by the Governing Board.

Participation in contests or fund-raising activities shall be governed by the following criteria:

- A. The aim of the activity shall benefit youth in educational, civic, social, and ethical development.
- B. The activity shall not be detrimental to the regularly planned instruction.

The proceeds of all fund-raising activities shall be deposited in the Student Activity Fund, and funds from such activities shall be used only as specified in the Uniform System of Financial Records.

### Fundraising Practices for School Sites

No money is to be raised for regular school time activities, unless approved by the principal.

- Example of an Acceptable Project: Raise finances for a summer camp or a summer program.
- Money may be raised only under the auspices of a club authorized by Student Council

Procedure to obtain approval of a fundraising project:

- Head Coach and/or Sponsor must follow guidelines set forth in WUSD #20 Student Activities Club Sponsor Handbook.
- Head Coaches and Sponsors are required to complete WUSD Sponsor Handbook Training in Vector.

All funds collected will be deposited into individual club accounts.

- All checks will be made payable to Whiteriver Unified School District.
- Receipts for cash collected will be given to all contributors.
- Coaches/Sponsors will be held accountable for all funds received and spent. Receipts for all transactions must be given to the school secretary to complete appropriate documentation.
- Student activity money (club money) may be used for travel and entry fees. Club money may not be used for school equipment, uniforms, etc. Each sport is specific and required is to follow AIA or specific league guidelines regarding out of season programs.

## **PUBLIC GIFTS AND DONATIONS**

### Governing Board Policy KCD:

*The Board has the authority to accept gifts and donations as may be made to the District or to any school in the District.*

*The Board reserves the right to refuse to accept any gift that does not contribute toward the achievement of the goals of this District and the ownership of which would tend to adversely affect the District.*

*Any gift accepted by the Board shall become the property of the District, may not be returned without the approval of the Board, and is subject to the same controls and regulations as are other properties of the District. The Board shall be responsible for the maintenance of any gift it accepts, unless otherwise stipulated.*

*The Board will make every effort to honor the intent of the donor in its use of the gift, but reserves the right to utilize any gift it accepts in the best interest of the educational program of the District.*

*In no case shall acceptance of a gift be considered to be an endorsement by the Board of a commercial product or business enterprise or institution of learning.*

*The Superintendent shall:*

- A. Encourage individuals and organizations considering contributions to the schools to consult with the Superintendent on the appropriateness of any such gifts.*
- B. Report to the Board all gifts that have been offered to the District, for their review and action.*
- C. Acknowledge the receipt and value of any gift accepted by the District, and prepare fitting means, as appropriate, for recognizing or memorializing gifts to the District.*

*Gifts shall be recorded in appropriate inventory listing(s) and property records.*

In order for smooth and timely approval of any gift or donation the following steps are to be taken by the donor:

1. The donor provides the school administrator written notification of intended gift/donation. Written notification should include the recipient of the gift/donation; item(s) to be gifted/donated; approximate value; reason for the donation.
2. If the administrator determines the gift/donation to be acceptable, the school administrator will write a memo to the Governing Board for approval of the donation/gift.
3. The memo will be placed on the next regular Governing Board meeting agenda for approval/acceptance of the gift/donation.
4. The school administrator will notify the donor of the Governing Board's decision and determine next steps.
5. Donations/gifts must be delivered to the school for proper inventory.
6. It is important for schools to comply with parent permission regarding publications of student names and pictures. With proper approval, pictures may be taken by school staff and published on school websites, district-approved social media and other publications. This information may be shared by the public however student pictures and names are not to be published in non-district publications including social media pages.

For more information on gifts and donations, contact the administrator at the specific school site in question.

## WUSD EMERGENCY PROTOCOLS

### LIFE-THREATENING EMERGENCY

- I. Assess situation
  - a. Airway or breathing urgency
  - b. Bleeding (severe)
  - c. Head or neck injury (severe)
- II. Send responsible person for the head coach/sponsor and trained person to call for appropriate Emergency Medical Service.
- III. Phone Call
  - a. Phone
    - i. Staff may use personal cell phones to contact Emergency Medical Services in case of an emergency.
    - ii. Immediately after contacting EMS, the athletic director/administration should be contacted and notified.
  - b. Emergency Phone Numbers
    - i. All staff will keep an emergency services directory in their coaching/sponsor binder.
    - ii. All staff should be knowledgeable about the emergency services directory.
- IV. Stabilize Student
  - a. Begin appropriate emergency care.
    - i. Control bleeding.
    - ii. Begin CPR
    - iii. Treat for shock
  - b. When emergency personnel arrive inform personnel of what steps have been implemented thus far and the mechanism of the injury.
- V. Notify parents or guardians (emergency contact person) as soon as possible.
  - a. Inform:
    - i. Mechanism of injury
    - ii. Where student is being transported
- VI. Secure equipment worn or used by student prior to injury. (Helmet, etc.)
- VII. Send school employee to hospital with student if available.
- VIII. Complete appropriate school forms.
  - a. Student Injury Report Form
  - b. Write in detail what was occurring before injury, during injury, and emergency procedures followed— Send to Athletic Director, School Administrator, District Health Office Supervisor, and Director of School Safety within 24 hours.

**NOTE:** All the above steps should be followed. The coach/sponsor will be responsible for all steps of the emergency plan.

### NON-LIFE THREATENING EMERGENCY - EMERGENCY MEDICAL SERVICE NEEDED

- I. Assess situation.
  - a. Head or Neck Injury
  - b. Obvious fracture, dislocation, or deformity
  - c. Injury in which moving the athlete may cause further harm or injury
- II. Stabilize Student
  - a. Control breathing.
  - b. Treat for shock.
  - c. Keep athlete calm.
  - d. Keep all others away from student.
- III. Send responsible person for the head coach and trained person to call for appropriate Emergency Medical Service. \*Note first-aid equipment needed.
- IV. Phone Call

- a. Phone
  - i. Staff may use personal cell phones to contact Emergency Medical Services to request transport.
  - ii. Immediately after contacting EMS, the athletic director/administrator should be contacted and notified.
- b. Emergency Phone Numbers
  - i. All staff will keep an emergency services directory in their coaching binder.
  - ii. All staff should be knowledgeable about the emergency services directory.
- V. Obtain emergency consent form, provide to emergency medical personnel.
- VI. Notify parents or guardians (emergency contact person) as soon as possible.
  - a. Inform:
    - i. Mechanism of injury
    - ii. Where student is being transported
- VII. Secure equipment worn or used by student prior to injury. (Helmet, etc.)
- VIII. Send school employee to hospital with student if available.
- IX. Complete appropriate school forms.
  - a. Student Injury Report Form
  - b. Write in detail what was occurring before injury, during injury, and emergency procedures followed—  
Send to Athletic Director, School Administrator, District Health Office Supervisor, and Director of School Safety within 24 hours.

**NOTE:** All the above steps should be followed. The coach/sponsor will be responsible for all steps of the emergency plan.

#### **INJURY - EMERGENCY TRANSPORT SERVICE NOT NEEDED**

#### **PHYSICIAN REFERRAL NEEDED**

- I. Assess situation.
- II. If athlete may be moved without further injury, you may do so. If you are not sure, emergency medical services must be contacted.
- III. Stabilize the student
- IV. Move the student to a secure and private location to prevent further injury.
- V. Perform necessary first aid procedures.
  - a. RICE – Rest, Ice, Compression, Evaluation
  - b. Basic First Aid – Clean, Bandage, etc.
- VI. Criteria for an injured student to be seen by a physician:
  - a. Suspicion of internal injury or misalignment of affected body part
  - b. Signs and symptoms of injury warranting a medical professional assessment
  - c. Symptoms worsen with time

Once determination is made that the injured athlete should be seen by a physician:

- d. Call parents, guardians, or emergency contact to make arrangements to get student to medical facility
- e. If you cannot get a hold of family or emergency contact, secure emergency consent form and send injured student to appropriate medical facility in authorized district vehicle or by calling emergency medical services for transport.
- f. In the event of an injury at an away contest or event:
  - i. Parents should pick up their student if able to.
  - ii. Parent may choose to have athlete ride home on bus (depending on how serious the injury is and if athlete can make it home on bus without further aggravating injury).
  - iii. If parent is unable to pick up student and staff is unable to transport in an authorized district vehicle, emergency medical services must be called to transport athlete
- VII. Complete appropriate school forms.
  - a. Student Injury Report Form

- b. Write in detail what was occurring before injury, during injury, and emergency procedures followed—  
Send to Athletic Director, School Administrator, District Health Office Supervisor, and Director of School Safety within 24 hours.

VIII. Follow up for injury status and medical release

**NOTE:** All the above steps should be followed. The coach/sponsor will be responsible for all steps of the emergency plan.

WHITERIVER UNIFIED SCHOOL DISTRICT NO. 20

ATHLETIC/FIELD TRIP PERMISSION FORM  
(TEMPLATE)

Student Name(s): \_\_\_\_\_

Departure Date & Time: \_\_\_\_\_ Return Date & Time: \_\_\_\_\_

Description of Trip: \_\_\_\_\_

**STUDENT RESPONSIBILITY:**

Return this completed form to the coach or sponsor. It is also understood that it is the student's responsibility to obtain and make up any assignments/exams in any classes missed during the trip.

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

**PARENT PERMISSION:**

My child, \_\_\_\_\_, has my permission to attend the above listed trip.

*There is a risk of liability that parents assume when their students participate in off-campus activities. While it is never possible to guarantee direct supervision of students at all times, it is particularly difficult to provide direct supervision at off-campus activities. Participation in extra-curricular activities is a privilege and students are expected to assume some responsibility in monitoring themselves. Parents should judge their own child's maturity and decision-making skills when assessing whether their student's participation in an off-campus function is appropriate.*

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

**MEDICAL CONSENT:**

I, as indicated by my signature above, hereby authorize in advance any necessary medical treatment required while on the trip.

Home Phone: \_\_\_\_\_

Emergency Phone: \_\_\_\_\_

***NOTE: This form must be taken on the trip in case of emergency.***

All students are under the auspices of the Whiteriver Unified Comprehensive Discipline Policy. The school staff has the responsibility for enforcing the discipline matrix. If the conduct of a student is such that he/she presents a danger to him/her self or others or causes a substantial disruption, WUSD reserves the right to send the student home at the parent's expense.



**Whiteriver Unified School District**  
**Student & Parent Activity Handbook**

**Signature Page**

By signing below, we confirm that we have read the Student & Parent Activity Handbook provided by the Whiteriver Unified School District. We agree to adhere to the guidelines outlined in the handbook and understand that individual schools or activities in which your student participates may have additional policies.

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
School Year

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Name (Print)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**Parent/Guardian Contact Information:**

\_\_\_\_\_  
Phone (Personal)

\_\_\_\_\_  
Phone (Work)

\_\_\_\_\_  
Email