

Sparta District #140  
Extra-Curricular Handbook  
2024-2025



Kids Play ♦ Coaches Coach ♦ Parents Cheer

Adopted by Sparta District #140 Board of Education

2024-2025 BOARD OF EDUCATION MEMBERS:

Mrs. Angela Craig - President, Ms. Mekalia Cooper - Vice President,  
Mrs. Jennifer Morgan - Secretary, Mr. Ryan Pillers - Treasurer,  
Mr. Corey Rheinecker, Mrs. Heather Price, Mr. Rob Soderlund

Property of: \_\_\_\_\_

## Table of Contents

<b>Goals and Objectives</b>	<b>2</b>
<b>Chain of Command</b>	<b>2</b>
<b>Rules and Code of Conduct</b>	<b>3</b>
<b>Requirements for Participation</b>	<b>3</b>
<b>Dual Sports</b>	<b>4</b>
<b>Eligibility</b>	<b>4</b>
<b>Behavioral Conduct</b>	<b>5</b>
<b>Drugs, Alcohol, Tobacco</b>	<b>6</b>
<b>Random Drug Testing</b>	<b>6</b>
<b>Fighting and Bullying</b>	<b>6</b>
<b>Social Media</b>	<b>7</b>
<b>Rules in Effect</b>	<b>7</b>
<b>Absence from School on Day of Activity</b>	<b>7</b>
<b>Travel</b>	<b>7</b>
<b>Imposition of Discipline</b>	<b>8</b>
<b>Special Rules Related to Criminal Offenses</b>	<b>8</b>
<b>Application and Conflict of Discipline Rules</b>	<b>8</b>
<b>Disciplinary Actions</b>	<b>8</b>
<b>Dress Code</b>	<b>9</b>
<b>Unsportsmanlike Conduct</b>	<b>9</b>
<b>Expectations of Students</b>	<b>9</b>
<b>Expectations of Parent/Guardians</b>	<b>10</b>
<b>Practices</b>	<b>10</b>
<b>Off Season Conditioning Program</b>	<b>10</b>
<b>Concussion Management</b>	<b>11</b>
<b>Concussion Oversight Team</b>	<b>12</b>
<b>Return to Learn</b>	<b>13</b>
<b>Return to Play</b>	<b>14</b>
<b>Handbook Receipt</b>	<b>16</b>
<b>Dual Sports Contract</b>	<b>18</b>

## **Goals and Objectives**

Sparta Community Unit School District No. 140 extra-curricular Programs:

The extra-curricular program at Sparta Community Unit School District No. 140 is part of the educational process based on policies set forth by the Board of Education, the conference, the Illinois High School Association (IHSA), and the Southern Illinois Junior High School Athletic Association (SIJHSAA).

Our extra-curricular program is guided by the philosophy that student activities are an important part of the total educational program. A successful extra-curricular program at Sparta Community Unit School District No. 140 generates a sense of school pride for the participants, student body, faculty, and community. Our sports programs strive to teach “Life Skills” as well as individual skills.

The objective goes beyond just the learning of skills for a particular sport or activity; students who participate in the program will hopefully enjoy a competitive spirit, self-control, camaraderie with teammates, and develop a sense of personal self-worth. Character traits such as leadership skills, loyalty, and self-discipline are gained through participation. Most of all, the student should grow, learn, and enjoy the experience. School activities must, however, never overshadow the main purpose of an education in Sparta Community Unit School District No. 140 Schools. A “win at all costs” attitude is detrimental to the educational process.

If our students are motivated to work hard on and off the field and if we provide the proper leadership and sound guidance, they will graduate “winners” in every sense of the word, and our extra-curricular program will be a success.

### **Chain of Command**

Below is a chain of command chart indicating the channels of authority and reporting relationships for community and personnel. The channels are to be followed, and no level should be by-passed. All parties should act professional when following the chain of command.

➤ Player/Parent Concern ➤ Head Coach/Sponsor ➤ Athletic Director/Principal ➤ Superintendent ➤ Board of Education

## **Rules & Code of Conduct**

The extra-curricular Code applies to all students who want to participate in extra-curriculars. Extra-curriculars include Volleyball, Baseball, Softball, Basketball, Cross Country, Track, Football, Bowling, Cheerleading, Golf, Clubs, and Scholar Bowl.

Participation in extra-curriculars is a privilege, not a right. Those who participate in extra-curriculars have a responsibility to favorably represent the school and community. Students are expected to conduct themselves both in and out of school in a manner appropriate to their responsibilities as representatives of the school and district. The Code requirements must be followed by these students on and off campus, 24 hours a day, seven days a week, 365 days per year. If a student fails to comply with the terms of this code, the privilege to participate in extra-curriculars may be lost in accordance with the terms of this Extra-curricular Handbook.

IHSA [or] SIJHSAA Students who participate in Illinois High School Association activities must comply with all of the stipulations and rules governed by IHSA.

Eligibility for most extra-curriculars is also governed by the rules of the IHSA [or] SIJHSAA and, if applicable, these rules will apply in addition to this Extra-curricular Handbook. In a case of a conflict between IHSA [or] SIJHSAA and this Extra-curricular Handbook, the most stringent rule will be enforced.

## **Requirements for Participation**

An athlete must have the following fully-executed documents on file at the school office before the student's first participation in any tryout:

- A current sports physical examination report completed by a licensed physician, physician assistant, or nurse practitioner which finds the athlete is physically able to participate. This exam should be completed on the Illinois Department of Health Child Health Examination form (required for incoming freshman) or the standard IHSA Pre-Participation Physical Examination form
- Student extra-curricular fees paid
- Proof the athlete is covered by medical insurance
- Parents attend a mandatory extra-curricular meeting or schedule a meeting with the coach to review the material that was provided at the meeting
- Read and signed the parent contract
- A receipt showing the athlete and his/her parents received a copy of the extra-curricular Handbook
- A signed agreement by the student not to use any drugs on the IHSA's most current banned drug classes list and an agreement to take part in random testing for these substances

- A signed agreement by the student's parent or guardian authorizing random performance enhancing substance testing and recognizing the dangers of drug use
- A signed concussion information sheet and sign off form

### **Dual Sports**

Junior High and High School Students may participate in more than one sport during a season.

1. Both coaches involved must agree that dual sport participation will be a positive venture for the athlete.
2. The athlete must tryout in both sports and make both squads.
3. The athlete must designate a primary and a secondary sport.
4. The athlete must attend at least one practice per week in the secondary sport. Exceptions may be made with the permission of the Athletic Director. Ex: Games or meets are heavily scheduled and no practice time is available for the week.
5. The athlete shall attend all primary sport activities. Exceptions may be made if both coaches agree. Ex: The secondary sport has a Conference or Regional event that is important.
6. If the athlete is deemed academically ineligible at any point in the season, the athlete will be dropped from his/her secondary sport for the remainder of the season.
7. If a conflict arises, the Athletic Director will make the final decision, unless he/she is involved in his/her coaching responsibilities. If the situation arises, the Principal will resolve the conflict.
8. This contract must be filled out for each time a dual sport is desired per school year. Ex: Fall (Cross-Country and Football) Spring (Baseball and Track)

\*Please complete form if participating in dual sports for each season.

### **Eligibility**

Eligibility begins at the start of the season per IHSA/SIJHSAA schedule. Eligibility will be run each week on Monday at 12:00 noon. Any work handed in after 3 p.m. on the Friday before eligibility is run, will not be figured into the following week's eligibility. Once declared ineligible, the student will be ineligible starting Tuesday through the following Monday. For a student to remain eligible for participation in an extra-curricular sport, he/she must be passing all classes.

In addition, a student may be placed on either the academic borderline or academically ineligible list. Borderline status occurs when a student has earned an accumulated D average in one or more academic classes. Playing time for students who are on borderline status will be determined by the coach. A student is classified as ineligible when he/she has earned an F average in one or more classes at the time eligibility sheets are calculated. Missed assignments must be given the

opportunity to be made up.

When a student becomes ineligible for participation in extra-curriculars:

- If a student is ineligible for more than 3 weeks during the season, he/she will be taken off the team for the remainder of the season. The 3 weeks do not have to be consecutive. (1<sup>st</sup> week being the week of the first game, not the first practice).
- During first two weeks of new quarter, the total points for that quarter will be added to the total points of the previous quarter to determine eligibility.
- An ineligible student may attend all extra-curricular contests during the time of ineligibility (determined by the coach of that sport), but the ineligible student may not dress or participate in warm ups during the game. All ineligible athletes are required to sit in an area designated by the coach.
- An ineligible student will be required to attend regularly scheduled practice/meetings. Failure to attend practices (unless prior notification has been given and approved by the coach) will count as an unexcused absence.

SLS/EAC students may only participate in practice when all missing assignments from failing classes have been turned in.

### **Behavioral Conduct**

Misconduct by student-athletes will not be tolerated. Misconduct shall include but shall not be limited to:

1. Insubordination
2. Any behavior or action which is negligently or intentionally injurious to a person or property or which places a person or property at risk of injury or damage
3. Any behavior which disrupts the appropriate conduct of a school program or activity
4. Hazing, bullying, or harassment of any kind
5. Use of profanity
6. Exhibition of bad sportsmanship
7. Violation of any school rules or regulations or law

Other acts sufficient to warrant discipline for students participating in interscholastic activities include curfew violations and individual team/activity rules. A threat to commit any act of misconduct shall be disciplined as if the student had committed the act of misconduct. With all violations, a coach's discretion may increase the length of the suspension with the possible removal from the team per team rules and/or violations.

Coaches and school officials will impose disciplinary measures appropriate to the offenses

committed on a case-by-case basis. The discipline imposed for any particular offense shall be at the sole and exclusive choice of the coaching staff, school administrators, and Athletic Directors.

### **Drugs, Alcohol and Tobacco**

Except with respect to prescription drugs used by the person for whom such drugs were prescribed in the manner intended by the prescribing medical doctor, the possession, use, distribution, purchase or sale of any alcoholic beverage, drug, drug paraphernalia, controlled substance, look alike, tobacco or tobacco product or any other substance which, when taken into the human body, is intended to enhance performance or alter mood or mental state, including any item or substance which is represented by a student to be, or is believed by a student to be any of the foregoing, regardless of the true nature or appearance of the substance, is prohibited.

For purposes of this policy, students who are under the influence of prohibited substances shall be treated in the same manner as though they had prohibited substances in their possession. This prohibition shall also include attendance at any party, gathering or in an automobile where alcohol and/or drugs are present or are being consumed. Students are prohibited from being physically present at any location where there is illegal use or possession of drugs or any location where there is the underage consumption/possession of alcohol. When there is underage consumption/possession of alcohol and/or use or possession of illegal drugs in any form at any location, the student is required under this policy to immediately leave the location and must report the incident to the Athletic Director or school administrator within 24 hours. A student's failure to immediately depart the location and failure to report the incident to the Athletic Director or school administrator within 24 hours shall constitute a violation of this policy and will subject the student to disciplinary action.

Any student participant found to be in violation of this policy as documented on an official police report, shall be subject to discipline in accordance to the School District's extra-curricular policies, rules, and regulations as provided herein.

### **Random Drug Testing**

Students who participate in co-curricular activities are subject to random drug testing. The purpose of student random drug testing is to deter students from using drugs and alcohol. Together, the school personnel and parents can work collaboratively to take a stand against teen substance abuse. It is our intent to provide students with yet another reason to "say no to drugs and alcohol." Again, the goal of the student random drug and alcohol testing is to act as a deterrent, aid in our mission to have drug-free schools, and help students make healthy lifestyle choices! A consent form is signed by both the parent and student in order to participate in co-curricular activities.

### **Fighting and Bullying**

If the building principal determines that a student is physically bullying another student, or is

involved in a physical altercation, they will be disciplined per the school's handbook and as determined by school administrators on a case-by-case basis.

### **Social Media**

Participation in extracurricular activities is a privilege. The use of social media by a student athlete considered to be in violation of the standards of conduct expected by the District may result in discipline including suspension or removal from a leadership position or team.

### **Rules in Effect**

If a student is participating in two activities during one season, the discipline will be for both sports.

The rules set forth in this extra-curricular Handbook are in effect throughout the calendar year and twenty-four hours a day, whether or not school is in session, and including vacation periods and holidays. The rules apply on and off campus and whether or not the misconduct occurs at school or a school-sponsored activity or in some other locale. The rules apply from the beginning of the athlete's first tryout or practice in the first sport in which the athlete attempts until the completion of the athlete's extra-curricular eligibility in all sports.

Disciplinary consequences for violations when a student is "out of season" or during the summer normally will be levied in the student's next period of competition or performance. If a violation of this policy occurs during times when school is not in session (i.e., summer break), students may be disciplined the following school year. Further, discipline imposed at the end of the school year may be enforced the following school year. The disciplinary actions for the Code of Conduct violations are the minimum that can be taken. A coach's policies may exceed the listed disciplinary actions. Coaching policies shall be kept on file in the athletic director's office. Student athletes who are suspended from the team but not school may attend games dressed in street clothes and sit with the team.

### **Absence from School on Day of Activity**

A student who is absent from school after noon on the day of an activity is ineligible for any activity on that day unless the absence has been approved in writing by the principal.

Exceptions may be made by the coach or sponsor for:

1. a medical absence pre-arranged with the coach or sponsor
2. a death in the athlete's family

A student who has one or more truanancies may be suspended from participation in extra-curricular activities by administration.

### **Travel**

All students shall travel to extra-curricular events and return home from extra-curricular events



with the team on which the student competes by use of school-approved means of transportation. A waiver to this rule may be issued. A parent/guardian or grandparent must contact the coach within 24 hours for a waiver to be granted. In no case shall a waiver be issued unless the alternate means of transportation anticipated by the waiver will be provided by the parent.

### **Imposition of Discipline**

Coaches, Sponsors, and Athletic Directors shall impose discipline appropriate to the offenses committed. The discipline imposed for any particular offense shall be at the discretion of the Coach, Sponsor and/or Athletic Directors.

The athlete must attend all practices and contests during the time he/she is serving the disciplinary consequence. The student must complete the sport season for the consequences to be considered served. Students are prohibited from circumventing the penalty by enrolling in a sport in which he or she has not participated in previous years.

### **Special Rules Related to Criminal Offenses**

If a student is charged with a criminal felony offense, the student will be excluded from participating in all athletic and extracurricular activities until the criminal charge is adjudicated or dismissed. If the student is convicted of a felony offense, the student shall be excluded from participation in all athletic and extracurricular activities for a period of one calendar year from the date of conviction. If a student is charged with an offense reportable to the District pursuant to a reciprocal reporting agreement with local law enforcement and that offense is not already listed above, the student will be excluded from participating in all athletics for a period of time determined appropriate by the Administration. Information obtained from law enforcement pursuant to a Reciprocal Reporting Agreement or otherwise, may be used to determine if there was a violation of school policies, rules, or regulations of this extra-curricular Handbook by student participants and such conduct may be the basis for imposing discipline under any provision in this extra-curricular Handbook or other school policies or rules.

### **Application and Conflict of Disciplinary Rules**

In the instance of violation of school policies, rules, or regulations of this extra-curricular Handbook by student participants, nothing herein or elsewhere shall prohibit the school district from imposing discipline available under this Handbook and classroom academic penalties for the same offense. Coaches, Athletic Directors or Building Administrators, at their sole and exclusive option, may impose additional discipline as determined on a case-by-case basis.

### **Disciplinary Actions**

The coach or sponsor, upon consultation with and upon approval of school administration, may make a preliminary determination as to whether a student participant engaged in prohibited conduct is in violation of the extra-curricular Handbook, training rules, or other appropriate policies, rules and regulations of the school district.

Suspension is defined as removal of the participant from participation in one (1) or more practices, games, meets or other activities but less than dismissal for the balance of the season. Dismissal from a team or group is defined as removal of the participant from participation in one (1) or more practices, games, meets, performances or other activities in a sport for the balance of the season.

- As soon as possible, the student and his/her parent(s)/guardian(s) will be notified of all charges and disciplinary action (including, but not limited to, suspension and/or removal from the team). The student and his/her parent(s)/guardian(s) may respond in writing to the charge(s) and disciplinary action taken for review by the Superintendent and/or his/her designee. This opportunity to have a review of the disciplinary action is the final step in this process.

If a student is charged with an offense reported to the District pursuant to a reciprocal reporting agreement with local law enforcement, the student will be excluded from participating in all athletic and extracurricular activities for a period of time determined appropriate by the Administration.

### **Dress Code**

All participants shall be well-groomed to best represent the Sparta Community Unit School District No. 140 in extra-curricular events. Specific rules regulating the dress or grooming of participants may be developed by the coach of each respective activity provided, however, that such rules are limited to health or safety regulations. Team uniforms and equipment shall be required when the sport so requires. Apparel, attire or jewelry worn displaying any signs of gang activity, vulgarity, profanity, drugs, alcohol, tobacco, or any other message which is inconsistent with the pedagogical mission of the school is prohibited.

### **Unsportsmanlike Conduct**

The Coach or Athletic Director may take disciplinary action against an athlete, including suspension and/or dismissal from the team if, in the judgment of the coach or the Athletic Director, the athlete conducts himself/herself in a manner that is detrimental to the team and/or Sparta Community Unit School District No. 140.

### **Expectations of Students**

Students are expected to:

1. Maintain academic and behavioral eligibility.
2. Attend all practices and contests, unless impossible to do so due to illness, family emergency, etc.
3. Treat coaches and officials with respect, obeying the rules of the sport.
4. Show positive behavior and sportsmanship in competition.

5. Communicate with the coach if problems or conflicts should arise.

### **Expectations of Parents and Guardians**

The attitude of young athletes toward sports is often shaped by the attitude of parents. It is important for parents to be positive role models and supporters of their children by doing the following:

1. Arrange for a proper physical examination and payment of the participation fee.
2. Attend contests whenever possible.
3. Be available to provide transportation home from practices and contests.
4. Model respect for coaches and officials. Exhibit proper sportsmanship and etiquette during contests.
5. Abide by the decisions of the coach concerning placement, playing time and strategy.
6. Emotionally support your child in winning and losing, and help provide proper perspective.
7. Parent/Guardian/Grandparent transportation must be on time. Students need to be picked-up no later than 10 minutes after the game, practice, tournament, etc.

### **Practices**

A student is expected to be at all scheduled practices/meetings. Exceptions to this rule are as follows:

- A doctor's appointment has been scheduled and the coach has been informed 24 hours in advance
- Other school activities prohibit a student from attending practice and the coach has been informed
- Death in the family
- Family emergency
- Religious holiday or religious practices
- Approved school field trip

Disciplinary consequences for missing practice other than for reasons stipulated above will be determined by the coach.

### **Off Season Conditioning Program**

1. All efforts should be made by coaches to encourage athletes to compete in other sports.
2. After school is out for the summer, IHSA/SIJHSAA rules will apply.
3. Teams in-season will determine when they wish to use the weight room.

4. Out of season teams may use the weight room with proper supervision and at times when in-season teams are not using these facilities.

5. All coaches may offer off-season conditioning programs as long as they are there to supervise and follow IHSA/SIJHSAA policies.

All accidents or injuries should be immediately reported to the coach, who will inform the parents/legal guardians, Athletic Director and the school administration.

### **Concussion Management**

*As stated by the Illinois High School Association:*

“Sports Medicine update – Youth Sports Concussion Act (Public Act 099-0245)

“Highlights of the Youth Sports Safety Act:

“...Each school board in the state of Illinois shall adopt a policy regarding student concussions and head injuries that is in compliance with the protocols, policies, and by-laws developed by the Illinois High School Association.

“Each school district must use education materials provided by the Illinois High School Association to educate coaches, student-athletes, and parents/guardians of student-athletes about the nature and risk of concussions and head injuries, including continuing play after a concussion or head injury.

“The formation of Concussion Oversight Teams (COT) at all public, private, or charter schools. The COT’s primary function will be to develop return-to-play and return-to-learn protocols for students believed to have experienced a concussion. The protocols should be based on peer-reviewed scientific evidence consistent with guidelines from the Center for Disease Control and Prevention. These teams can contain a range of individuals based on the resources available to the school in their community or neighborhood but must include one person who is responsible for implementing and complying with the return-to-play and return-to-learn protocols.

“...all interscholastic coaches and licensed officials will need to complete a training program of at least two hours on concussions. Coaches, nurses, and game officials must provide the school or district with proof of successful completion of the training. Training must be completed every two years. Head coaches and assistant coaches must complete the required training as well as members of a school/district’s COT.

“Public, Private, and Charter schools must also develop a school-specific emergency action plan for interscholastic extra-curricular activities to address the serious injuries and acute medical conditions in which the condition of the student may deteriorate rapidly. There are certain provisions the plan must include and it must be reviewed by the COT before being approved by the school. The plan must be distributed to appropriate personnel, posted at the school, and

reviewed annually.

“What licensed health care providers can provide clearance for an athlete to return to play in the same contest in which he/she was removed for a possible head injury?”

- Physicians licensed to practice medicine in all its branches in Illinois (MD/DO)
- Athletic Trainers (ATC)
- Advanced Practice Nurses (APN)
- Physician Assistants (PA)

“In the event one of the above designated health care providers are not able to clear an athlete to return to play in the contest he/she was removed for a possible head injury, the student-athlete can NOT return to play in that contest and becomes subject to the school’s Return to Play (RTP) and Return to Learn (RTL) Policies.

Additionally, the health care providers listed above are the only ones who can provide the necessary written clearance for students to enter a school’s RTP and RTL Policies either:

- a. following a concussion; or,
- b. following a contest in which a student was removed with a possible head injury and couldn’t return to that same contest.

Licensed IHSA Officials are encouraged to verify before interscholastic extra-curricular contests if any of the aforementioned health care providers who have been approved by a member school will be present during a contest to evaluate students from that school removed with a possible head injury...”

**Concussion Oversight Team:**

Licensed Medical Professional (MD/DO/APN/PA) at Sparta Community Hospital

Superintendent

Principal

Athletic Director

Before being allowed to participate in extra-curricular activities, all students and parent or guardian must review, sign, and return to the school a concussion and head injury information sheet prior to initiating practice or competition. This agreement states that the athlete will tell the Athletic Trainer, coach, or official if he/she or another student or teammate are showing signs or symptoms of a possible head injury. The parent or guardian agreement states that he or she will encourage the student to discuss any injury symptoms with the appropriate person(s) at the school.

All students participating in contact sports must also complete a preseason evaluation with the

Athletic Trainer to assess the individual's baseline in case a possibly concussive trauma occurs. This testing will allow the Athletic Trainer to determine what changes are present in a student that has suffered a possibly concussive trauma. These tests may be performed during one of the preseason physicals if the Athletic Trainer is present or during preseason practices, physical education classes, or study hall.

When a student has suffered a concussive hit, the individual may complain of a wide variety of symptoms including headache, nausea, balance problems or dizziness, double or fuzzy vision, sensitivity to light or noise, feeling sluggish, feeling foggy or groggy, concentration or memory problems, and confusion.

Coaching staff, the Athletic Trainer, and parents or guardians should know the signs of a concussion; which can include appearing dazed or stunned, confusion regarding a position or play, uncertainty of the score or opponents, clumsy movements, delayed response to questions, loss of consciousness, changes in personality or behaviors, inability to recall events prior to the hit, or inability to recall events after the hit.

Additionally, a student who undergoes head trauma must complete the return to learn and return to play protocols of Sparta High School, which include but are not limited to the requirements stated by the Youth Sports Concussion Act – Public Act 099-0245 and *Illinois School Code* Section 22-80. The student must also return a form signed by a physician licensed to practice medicine in all its branches in Illinois, an Athletic Trainer, an advanced practice nurse, or a physician assistant AND a copy of the Post-Concussion Consent Form signed by both the athlete and the parent or guardian before the student is eligible to return to play or to return to learn. The Post-Concussion Consent Form can be found online under the extra-curriculars tab of the school website or received from the Athletic Trainer via email or office visit.

During the time the athlete is suffering from the symptoms of the head trauma and attending school, the athlete is required to visit the Athletic Trainer daily to complete a symptom checklist and to discuss any changes in symptomology.

### **Return to Learn**

If the patient begins noticing an increase of symptomology within thirty minutes of mental stimulation, it is recommended that the student stays at home. Computer use, texting, television, and video games should be utilized at a minimum to decrease the student's exposure to elements that may worsen symptomology and remove the student from school and activity longer.

Once the student is able to tolerate symptoms for 30 to 45 minutes, the athlete will be able to return to learning either through a tutor or altered in-school instruction. The student will likely return to classroom learning while still experiencing symptoms.

Academic adjustments can be instituted based on communication among the Athletic Trainer, athlete, parent or guardian, and school officials in a team-like approach. If symptoms are

extensive, the student may require a formal written plan, but in most cases a 504 plan or individualized education plan will be sufficient. As concussions affect different people in different ways and have varying levels of severity, these cognitive steps will not always take the same amount of time for an individual to complete.

#### ***4-Step Return to Learn Progression***

##### **Step 1: Cognitive Rest**

- The student should rest from all cognitive activities for a few days, which may mean no school, homework, computer, texting, or video games. Television may be limited if it makes symptoms worse. Essentially, screen time should be limited. These can be slowly reintroduced as long as the medium do not increase the student's symptoms.

##### **Step 2: Light Cognitive Activity**

- As long as symptoms do not present, the student is able to take part in some light cognitive activity such as watching television, listening to music, drawing, and cooking. He or she may only be able to take part in this activity for a short period of time before symptoms appear.

##### **Step 3: Performing Schoolwork**

- The student should first attempt some schoolwork at home before returning to class. If performing school work does not exacerbate symptoms, the student will be eligible to return to normal classes. The student should take part in about thirty minutes of schoolwork at a time before taking a short break when initially returning.

##### **Step 4: Attending School**

- The athlete should be able to perform one or two hours of homework at home without taking breaks from classes. The student will then be able to attend school using a modified schedule, which may include attending fewer classes, changes in reading and note taking methods, and increased time to complete assignments, tests, and projects. If symptoms arise, the student may leave the room and rest in a quiet place until symptoms decrease.

#### **Return to Play**

Any player who exhibits signs, symptoms, or behaviors consistent with a concussion will be removed from play and not allowed to return until all concussion protocols are completed and an appropriate medical provider (physician licensed to practice medicine in all its branches in Illinois, Athletic Trainer, advanced practice nurse, or physician's assistant) has cleared the student.

It is important for the student's parent or guardian, coach(es), and Athletic Trainer to watch for concussion symptoms after each step of the return to play protocol. The return of or appearance of symptoms means that the athlete is not prepared to take part in that level of participation. When the athlete has rested and symptoms have not returned, the athlete may return to the

previous step. All steps will be monitored at the school by the Athletic Trainer, and there must be 24 hours between steps.

### ***5-Step Return to Play Progression***

#### **Baseline: Back to School First**

- The student is able to return to school and is no longer experiencing symptoms during activities of daily living. The health care provider has removed restrictions and allows the athlete to begin the return to play process.

#### **Step 1: Light Aerobic Activity**

- Light exercise should be performed for the purpose of increasing the athlete's heart rate. The athlete should perform 5 to 10 minutes of the exercise bike, walking, or light jogging. Weightlifting and sport-specific movements may not be performed.

#### **Step 2: Moderate Activity**

- Continue to increase the athlete's heart rate with body/head movement through moderate jogging, brief running, moderate-intensity stationary biking, or moderate-intensity weightlifting for less time and less weight than their normal routine.

#### **Step 3: Heavy, Non-Contact Activity**

- Add sport-specific, non-contact movements in all three planes of movement such as sprinting/running, high-intensity stationary biking, and regular weightlifting routine.

#### **Step 4: Practice and Full Contact**

- The athlete may return to a controlled practice with full contact. The athlete may not participate in competition.

#### **Step 5: Competition**

- The student may return to all forms of competition.

students must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High School Association and Southern Illinois Junior High School Athletic Association before being allowed to participate in any extra-curricular activity, including practice or competition.

A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.



**Sparta Community Unit School District No. 140**

**Extra-Curricular Handbook Receipt**

To the Parent/Legal Guardian of \_\_\_\_\_

There are certain obligations and responsibilities which one must assume to qualify and remain a member of the team/squad/club. When you make a commitment to the team/squad/club, it is full commitment. Attendance and punctuality to every practice, as well as all games, is mandatory.

It is understood that some students may elect to participate on a team/squad as well as a school-sponsored club if this dual participation does not result in a conflict.

I have read the Sparta Community Unit School District No. 140 extra-curricular Handbook and understand the rules and responsibilities for being a student in Sparta CUSD No. 140.

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

I have read the Sparta Community Unit School District No. 140 extra-curricular Handbook and understand the rules and responsibilities for being a parent/legal guardian of a student in Sparta CUSD No. 140.

\_\_\_\_\_  
Parent/Legal Guardian Signature Date

\_\_\_\_\_ YES, my child’s name can be included in school publications (Daily Announcements, etc.) that are published on the school website. (Please check mark the line to indicate “Yes”.)

The administration, sponsors and coaching staff at Sparta Community Unit School District No. 140 believe that parents/legal guardians play a vital role in the development of our student-athletes. With this in mind, please take the time to read this Parents' Code of Conduct, sign the slip at the bottom of this letter, and return it to your child's coach in a timely manner.

It is essential that the parents of our students:

- Encourage good sportsmanship by being positive role models.
- Make extra-curriculars a positive experience for everyone involved, including participants, coaches, officials, and spectators.
- Insist that their children treat other players, coaches, officials, and fans with respect, regardless of race, creed, color, sex, or ability.
- Reinforce the school's drug and alcohol-free policies by refraining from the use of alcohol and other drugs, including tobacco, on school grounds during extra-curricular contests.
- Understand and appreciate the rules of the game, activity and the policies of the school.
- Refrain from the use of profanity at any extra-curricular event.
- Talk to the coach or sponsor at the appropriate time and place, not before, during, or immediately after a contest.

Remember that an admission to an extra-curricular event provides you with the privilege of observing the contest, not berating officials, coaches, or players.

Failure to abide by these guidelines may result in:

- Verbal or written warning
- Parental game/activity suspension
- Parental season suspension

I have read and understand the above code of conduct and agree to its conditions.

Student's Printed Name: \_\_\_\_\_

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

\_\_\_\_\_  
Date

## Dual Sports Contract

Student/Player: \_\_\_\_\_

Primary Sport: \_\_\_\_\_ Coach: \_\_\_\_\_

Secondary Sport: \_\_\_\_\_ Coach: \_\_\_\_\_

Ø One activity must be designated primary & secondary.

Ø Primary sport activities take precedence over secondary sport activities. Exceptions may be made if both coaches agree.

Ø The athlete must attend at least one practice per week in the secondary sport. Exceptions may be made with permission of the Athletic Director.

Ø Academic ineligibility will result in the athlete being dropped from his/her secondary sport for the remainder of the season.

Ø If a conflict arises, the Athletic Director will make the final decision, unless he/she is involved in his/her coaching responsibilities. If this situation arises, the Principal will resolve the conflict.

Ø This agreement must be filled out each time a dual sport situation arises per year.

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

Primary Coach Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Secondary Coach Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Athletic Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_