

ATHLETIC DEPARTMENT



PARENT & STUDENT HANDBOOK

**KENT SCHOOL DISTRICT ATHLETIC DEPARTMENT
PARENT & STUDENT ATHLETIC HANDBOOK
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KENT SCHOOL DISTRICT ATHLETIC DEPARTMENT

Educational Support Building
12033 SE 256th Street, D-100
Kent, Washington 98030-6643

| | | |
|---------------|---------------------------------|--------------|
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| Gary Sorensen | Athletics Facilities Technician | 253-373-7287 |
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| SCHOOLS | PRINCIPAL | ATHLETIC CHAIR |
|---------|-----------|----------------|
|---------|-----------|----------------|

HIGH SCHOOLS:

| | | | |
|---------------|------------------|--------------|--------------|
| Kent-Meridian | David Radford | Lisa Kelly | 253-373-4084 |
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MIDDLE SCHOOLS:

| | | | |
|---------------|-----------------|-----------------|--------------|
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**KENT SCHOOL DISTRICT
ATHLETIC DEPARTMENT
INTERSCHOLASTIC ATHLETIC GOALS**

The Kent School District Athletic Department shall plan, supervise, and administer the interscholastic activities programs approved by the Directors of the Kent School Board.

**The District Director of Athletics & Activities
and Building Athletic Directors shall:**

1. Recognize that the primary responsibility of secondary schools is to educate youth.
2. Emphasize interscholastic Athletics & Activities as an integral part of the educational process.
3. Encourage and promote diversity in all aspects of the programs.
4. Establish standards and practices to ensure the safety, health, and general welfare of all participants.
5. Formulate policies which cultivate the ideals of good sportsmanship by students, coaches, and parents.
6. Provide a model of clear communication processes between athletes, coaches, parents, and administrators.
7. Design all activities to provide for fair and consistent opportunities for all students.

ATHLETIC REGISTRATION PROCEDURE

1. Register ONLINE with FamilyID: Parent/Guardian will create an online family profile. Once profile is created, parent/guardian must follow the steps to register their student athlete for a specific sport.
2. Physical Exam Procedures for Athletes: The **KSD** Physical Form, as well as the Health History portion, must be completed and signed. Athletes are responsible for their physical exam at their own expense. A current physical examination must be completed prior to participation at the middle school level (grades 7-8). It must be dated **AFTER JUNE 1ST OF THE 6TH GRADE YEAR. No exceptions!** A current physical examination must be completed prior to participation at the senior high level (grades 9-12). It must be dated **AFTER JUNE 1ST OF THE 8TH GRADE YEAR. No exceptions!** Physicals may be valid for 24 months from the date of the examination if all guidelines are met. Physical expiration dates must extend beyond the respective WIAA season ending date. Expiration dates occurring within a sport season shall require a new examination prior to that season. This form is available at the Middle and High School building, or it can also be printed from the Kent School District Athletics and Activities webpage. **Once the form is completed, it can be uploaded to your FamilyID profile or turned in to the coach, athletic secretary, or building athletic director.**
3. Head coach and/or building chairperson reviews Athletic Registration & Physical Form to see that it is accurate and COMPLETE.
4. **RETURN TO PLAY** – To resume participation following an illness and/or injury serious enough to require medical care by a doctor, a student athlete must present a completed and signed [KSD RETURN TO PLAY FORM](#) to the building Athletic Director.

CONDUCT AND CONTROL FOR ATHLETES

Kent School District is committed to the educational development of students through athletics and activities. We believe a properly controlled, well-organized, education-based program can meet student needs for self-expression, and social, mental, and physical growth. Our goal is to conduct programs that are educationally sound in purpose and will enhance each student's personal growth.

A student who elects to participate in education-based activities is voluntarily making a choice of self-discipline and sacrifice. These are the reasons we place such stress on good living habits. Failure to comply with the rules and conduct code means exclusion from these events. With the overall goal of educational development, this activities/athletics code is designed to establish a reasonable, high standard for participation in education-based athletics and activities that empower our participants to make appropriate decisions. Participants in these programs are in a position of leadership representing themselves, their families, teams, school, district, and community.

To be eligible for participation, Family ID registration will include an agreement to be signed by the student athlete and parent verifying they have read the Code of Conduct. It will be in effect for the school year in which the student participates, including school sponsored summer programs. The appropriate sanctions, as described in this procedure, will be applied during the seasons of participation. Any student having registered and/or participated in the athletic program is subject to the Code of Conduct.

For a student to enjoy the privilege of participation in education-based athletics and activities, they agree to obey and be bound by the rules of Washington Interscholastic Activities Association (WIAA), Kent School District, their school of participation, and the coaches/advisors.

Athletic Eligibility

Before being allowed to participate in practice or athletic contests, every athlete must be registered in **Family ID** and cleared by the school athletic office. To be cleared for participation, the registration must include:

Parent Permission Form - Parents must sign the permission form indicating all sports in which the student may participate.

Proof of Insurance - All athletes are required to purchase school insurance or declare the student has insurance.

Emergency Contact - Athletes must have their emergency contact information on file.

Physical Examination- students must have a valid physical form cleared by a physician on file with the school Athletics office *before* participating. Those licensed to perform physical examinations include a Medical Doctor (MD), Doctor of Osteopathy (DO), Advanced Registered Nurse Practitioner (ARNP), Physician's Assistant (PA), and Naturopathic Physician.

Establishing & Maintaining Eligibility

There are four considerations for establishing and maintaining eligibility in the Kent School District:

1. Physical Eligibility
2. Character Good Standing
3. Academic Eligibility
4. Financial Eligibility

Students declared ineligible for competition may only participate in practice. They may not perform or compete with the education-based program. They may not wear a uniform, take part in warm-ups, or participate with the team before, during, or after competition.

Physical Eligibility

To participate in Kent School District education-based athletic programs students must have a valid physical form, cleared by a physician, on file with the school Athletics office *before* participating.

For a physical form to be approved by the Athletics Department, all the following must be true:

- It must be filled out completely.
- The Medical History side must be completed by the student athlete and signed and dated by the student athlete and a parent.
- The Physician's Examination side must be completed by a physician. It must indicate that the student athlete is physically "cleared" to participate. It must include the physician's name, address, and phone number. It must include the physician's signature. It must include the date of examination. All of which must be legible.

Physical forms are valid for two years from the physician's examination date.

- A current physical examination must be completed prior to participation at the middle school level (grades 7-8). **It must be dated AFTER JUNE 1ST OF THE 6TH GRADE YEAR.**
- A current physical examination must complete prior to participation at the senior high level (grades 9-12). **It must be dated AFTER JUNE 1ST OF THE 8TH GRADE YEAR.**

Physical forms must be valid throughout the entire sport's season to maintain physical eligibility. If a physical is set to expire during the sport's season, the student athlete is responsible for providing an updated physical form before the beginning of that season. Student athletes may not participate in training, practices, clinics, tryouts, or competitions until the school athletic office has a valid physical form on file.

This form is available at the Middle and High School building, or it can also be printed from the Kent School District Athletics and Activities webpage. Once the form is completed, it can be uploaded to your Family ID profile or turned in to the building athletic office.

RETURN TO PLAY AFTER AN INJURY – To resume participation following an illness and/or injury serious enough to require medical care, a student athlete must present a written release for full participation from a medical authority to the school athletic office. In situations involving a concussion, a student athlete must present a completed and signed [KSD RETURN TO PLAY FORM](#) to the building athletic office.

Character Good Standing

While participating in Kent School District education-based athletics and activities, the student must adhere to school policies during and after school hours, on or off campus. Any student athlete who willfully performs an act which materially interferes with or is detrimental to the operation of a school's educational and athletic/activity programs will be subject to Code of Conduct discipline. Such acts shall include, but not be limited to those described: disruptive conduct; disobedience of reasonable instructions of school authorities; violation of digital citizenship guidelines, unauthorized absence from school, turnout or game; cheating; immoral conduct; vulgarity or profanity; destruction or defacing of property; extortion, intimidation, harassment or bullying of another student, employee or official; assault of another student, employee or official; possession or use of any dangerous weapons or objects; use or proximity to illegal substances and; the commission of any criminal act as defined by law.

Social Media Guidelines

Students and staff are asked to use discretion when participating in social networking avenues. Students involved with education-based athletics and activities are representatives of the Kent School District and are in the public eye more so than other students. Assume anything you post on your personal account could be read by Kent School District staff, teammates, classmates, opposing teams, officials, recruits, alumni, parents or other family members, media members, a current employer, future employers, or coaches, and even the local police. There are many categories of online social media that, if the user's post violates the Kent School District Code of Conduct, may be subject to student discipline by district authorities. Like comments made in person, the Kent School District will not tolerate disrespectful comments and behavior online, such as:

Derogatory language or remarks that may harm teammates, coaches, officials, other student athletes, teachers, or coaches, or representatives of other schools, including comments that may disrespect opponents.

Incriminating photos or statements depicting violence, hazing, sexual harassment, full or partial nudity, inappropriate gestures, vandalism, stalking, underage drinking, selling, possessing, or using controlled substances, or any other inappropriate behaviors.

Creating a danger to the safety of another person or threatening physical or emotional injury to another person.

Indicating knowledge of an unreported school or team violation—regardless of the violation being unintentional or intentional.

Every allegation of student misconduct is evaluated by school administration and will be based on the totality of the circumstances involved, including online activities. Students may receive school discipline as well as further actions as described in the Code of Conduct. Coaches may also impose discipline for infractions of team guidelines.

Not obeying school rules and regulations

Ineligible – Student participating in education-based athletic/activity may only participate in practice and may not travel with the team during designated school instruction time, wear the uniform, take part in warm-ups or in any other way participate with program before, during, or after competition. Eligibility status will carry over into the next season of participation if the season concludes prior to the completion of the designated ineligible.

| <u>First Violation</u> | <u>Second Violation</u> | <u>Third Violation</u> |
|--|--|---|
| Conference with administrator, ineligible for competition for the next 10% of allowable season contests or events. | Conference with administrator, ineligible for competition for the next 20% of allowable season contests or events. | Athlete ineligible for competition for the next 50% of allowable season contests or events. Administration conference and evaluation must take place prior to next season of participation. |

Suspension from school

Exclusion – Athletic/activity exclusion means the complete denial of the privilege to participate in the athletic/activity program for an indefinite or defined period. Eligibility status will carry over into the next season of participation if the season concludes prior to the completion of ineligibility.

| <u>First Violation</u> | <u>Second Violation</u> | <u>Third Violation</u> |
|--|---|---|
| Exclusion for the period of the school suspension and ineligible to participate for the next 10% of the allowable season contests from the date of return to school. | Exclusion for the period of the school suspension and ineligible for competition for the next 30% of the allowable season contests or events from the date of return to school. | Exclusion for the period of the school suspension and ineligible for competition for the next 50% of the allowable season contests or events from the date of return to school. Administration conference and evaluation must take place prior to next season of participation. |

Use of Illegal Substances - USE OF ALCOHOL, TOBACCO PRODUCTS, LEGEND DRUGS AND CONTROLLED SUBSTANCES

Kent School District recognizes that chemical dependency is a serious illness, and the use of drugs may be a violation of the law. The principal/principal designee and coach/advisor will implement the following disciplinary action because of a participant's offense for use, consumption, possession, transmittal or sale of alcohol, legend drugs, or controlled substances or for the use, sale, or possession of drug paraphernalia.

The substance abuse offenses/violations described will accumulate through the student's school activity/athletic/extra-curricular career and will trigger the disciplinary action described below.

Legend Drugs – Drugs obtained through prescription.

Controlled Substances – Includes all illegal drugs and substances (including marijuana), as defined by state or federal law.

Controlled Substance Analog – Includes all substances in which the chemical structure is substantially like that of a controlled substance.

Tobacco Products - Use or Possession of any type of Tobacco or Nicotine. The use of tobacco, including smokeless tobacco and vaping, is a health hazard and is addictive in nature. The district will not tolerate the use or possession of these products by any student participating in education-based activity/athletic program.

Proximity Offense – In the absence of physical possession, if there is knowledge that alcohol, tobacco, drugs, or other illegal substances are present and/or being used by others who are present—all students have a responsibility to safely remove themselves from that situation immediately. This rule does not apply to events where alcohol or drug use is permitted by law, such as at religious ceremonies or where alcohol use is restricted to adults.

Self-Referral – Self-referral of a violation means that the student admits to the infraction before an investigation or inquiry by any school staff or legal authority, e.g., police officer.

Self-Admittance – Self-admittance of a violation means that when questioned as part of an investigation, a student responds honestly and is cooperative.

Alcohol/Tobacco Products First Offense:

| Source of Information | Actual Possession/Use | Proximity Offense |
|---------------------------------|--|--|
| Self-referral | Ineligible for competition 30% of the allowable season contests or events. | Ineligible for competition 20% of the allowable season contests or events. |
| Self-Admission | Ineligible for competition 40% of the allowable season contests of events. | Ineligible for competition 30% of the allowable season contests or events. |
| Administrative Investigation | Ineligible for competition 50% of the allowable season contests of events. | Ineligible for competition 40% of the allowable season contests of events |

Eligibility status will carry over into the next season of participation if the season concludes prior to the completion ineligibility.

Offenses Occurring at School or a School-Sponsored Event: Code of Conduct violations will take effect when the student has returned to school after any type of suspension period.

Alcohol Second Offense:

A second violation will result in expulsion from all sports or activities for one (1) calendar year in the district. If a student completes a drug/alcohol dependency assessment and any subsequent recommendations for treatment, he/she may appeal in writing to the Kent School District Director of Athletics and Activities to reduce the sanction to the first 60% of the allowable season contests/events for the current or next season.

Alcohol Third Offense:

A third violation will result in exclusion from all athletics or activities in the district. If a high school student completes a drug/alcohol dependency assessment and any subsequent recommendations for treatment, he/she may appeal in writing to the Kent School District Director of Athletics and Activities to be reinstated for athletics or activities after a one calendar year suspension.

Possession or Use of Legend Drugs and Controlled Substances or Sale of Alcohol, Legend Drugs and Controlled Substances.

First Offense

A participant shall initially become ineligible for all activities or athletic competition for the remainder of the season. However, a participant who seeks and receives help for a problem with use of legend drugs, controlled substances, or controlled substance analogs shall be given the opportunity for assistance through the school and/or community agencies. In no instance shall participation in a school and/or community approved assistance program excuse a student from subsequent compliance with this regulation. However, successful utilization of such an opportunity by the student may allow him/her to have eligibility restored in the program, pending recommendation by the school. A minimum penalty shall be in effect, no less than that of a 1st offense for Alcohol (See Table Above).

Offenses Occurring at School or a School-Sponsored Event: Code of Conduct violation consequences will take effect when the student has returned to school after any type of school suspension time.

Second Offense

A participant who commits a second violation shall be ineligible for competition for a period of one (1) calendar year from the date of the second violation.

Third Offense

A participant who commits a third violation shall be permanently excluded from all education-based athletic/activity participation.

Academic Eligibility

To be eligible to compete on an education-based athletic team, participate as a cheerleader, dance member, drill member, or to serve as a student government officer in the Kent School District, a student must pass both the WIAA Scholastic Standard and the Kent School District Scholastic Standard for the immediately preceding grading period.

Probation

Probation is a period during which a student athlete remains a part of the squad while he/she is given an opportunity to correct the deficiencies in a time prescribed by the school Athletic Director. During probation, student athletes may continue to participate in turnouts and contests.

At the time of athletic clearance for the season in which the student is participating:

WIAA standards require the student shall have been in regular attendance as a full-time student in an elementary, intermediate, middle level, or high school during the semester/trimester immediately preceding the semester/trimester in which the contest is held.

WIAA standards require the student to have passed at least five-(5) full time subjects (2.5 credits/6 period day) in the immediately preceding grading period to be eligible for competition during the succeeding grading period. The record at the end of the grading period shall be final, except those credits earned in a regular, accredited summer school program or alternative educational program accepted by the school district. In the fall, an incoming ninth grade student is not required to meet the previous semester scholarship rule provided he/she has met all other eligibility requirements.

Kent School District requires a student shall have earned a 2.0 grade point average (GPA) in all classes officially enrolled in the immediately preceding grading period to be eligible for competition during the succeeding grading period. Any student not achieving a 2.0 grade point average that can demonstrate an accumulative grade point average (AGPA) of 2.0 or better will be considered to have met this standard. In the fall, an incoming ninth grade student is not required to meet the 2.0 grade point average provided he/she has met all other eligibility requirements. Incoming freshman that falls into the category below a 2.0 grade point average will be placed on athletic probation and will be monitored on a weekly basis.

GRADE POINT AVERAGE (GPA) - The average numerical grade of all credits earned in each grading period. An A = 4.0; A(-) = 3.7; B(+) = 3.3; B = 3.0; B(-) = 2.7; C(+) = 2.3; C = 2.0; C(-) = 1.7; D(+) = 1.3; D = 1.0; F = 0. The point total for all grades is then divided by the number of grades given to determine the GPA.

ACCUMULATIVE GRADE POINT AVERAGE (AGPA) - An accumulative grade point is that mark on the official school transcript that averages all grades from entry in the ninth grade to the present grading period for senior high schools and 7th through 8th grade at the middle school level.

Students not meeting the WIAA, and Kent School District Scholastic Standards will be subject to the following sanctions:

A student that has not completed the previous semester as a full-time student must first complete a semester as a full-time student before being eligible to compete for Kent School District.

In the Fall, a high school student who failed to meet the WIAA scholastic standard in the previous semester shall be placed on academic ineligible list through the last Saturday of September. A high school student who failed to meet the WIAA scholastic standard in the Fall semester will be ineligible for the first five (5) weeks of the succeeding semester. The ineligible period for middle school students shall be from the end of the previous semester through the first three (3) weeks of the succeeding semester. A student may be declared eligible by the school athletic director on Monday of the week following the end of the ineligibility period if student is meeting both WIAA and Kent School District standards. A student taken off academic ineligible list will automatically be placed on academic probation for the remainder of the current grading period or end of season, whichever comes first.

A student who failed to meet the Kent School District scholastic standard shall be placed on an academic ineligible list and shall be ineligible for the first 10% of the allowable season contests. Jamborees will not count as a contest and participation is prohibited when on the academic ineligible list. A student may be declared eligible by the school athletic director if the student is meeting both WIAA and Kent School District standards. A student taken off academic ineligible list will automatically be placed on academic probation for the remainder of the current grading period or end of season, whichever comes first. When a sports season extends beyond an official grading check period, in-season athletes not meeting standard are to be placed on academic suspension and will receive a 72-hour grace period prior to implementation. The grace period begins at the time school administration receives grades and identifies the athletes not meeting standards.

ACADEMIC PROBATION - A student placed on academic probation must maintain a 2.0 GPA and passing a minimum of five classes (6 period day) for the remainder of the grading period or end of season, whichever comes first, to maintain athletic eligibility. **Grade checks must be submitted to the building administration once a week. A student on probation not meeting the standard will be placed on academic suspension until the next weekly grade check.**

| Middle School | Initial Grade Check 2.0 GPA / 5 of 6 | Progress Check 5 of 6 |
|----------------------|---|--|
| Season 1 | August 26, 2021 | October 1, 2021 |
| Season 2 | November 1, 2021 | December 3, 2021 |
| Season 3 | January 24, 2022 | March 4, 2022 |
| Season 4 | April 4, 2022 | May 13, 2022 |
| | | |
| High School | Initial Grade Check 2.0 GPA / 5 of 6 | Progress Check 1 5 of 6 |
| Fall | August 18, 2021 | September 24, 2021 |
| Winter | November 15, 2021 | December 10, 2021 |
| Spring | February 28, 2022 | April 1, 2022 |

Dates to be amended prior to each school year.

ATTENDANCE – Students who are absent or miss two or more class periods of school are not eligible to compete or practice on that day unless permission is granted by the principal. The principal may grant exceptions for field trips, doctor/dentist appointments or other related absences.

Financial Eligibility

Your Kent School District financial account must be in good standing to be considered for tryouts and participation.

ASB CARD - This fee must be paid to the school ASB Bookkeeper prior to the beginning of the participation season.

Good financial standing = no fees owed after the payment deadline. There is a deadline exception for families who have requested a payment plan for fees or fines. In that case the initial payment is due by the deadline and the balance is due upon agreed deadlines.

Prior Sports Release - The coach of the previous sport in which the student/athlete participated must release every athlete. This involves returning all equipment and uniforms checked out to them and meeting all requirements of that sport.

Like Academic Eligibility, student athlete's financial eligibility will be checked before the start of the season and at certain check points during the season. If at these check points the student has any past due fees with the School, the student and parents will be notified by the school athletic office. If these past due fees are not resolved, the student will lose financial eligibility and will no longer be eligible to compete in their sport or activity.

Financial Assistance and Payment Plans

Kent School District wants all students to have the opportunity to participate. Financial assistance and/or payment plans are available for those who need it. Please find options for payments with your ASB Bookkeeper.

GRIEVANCE PROCEDURE

Formal School Conference

Any student, parent or guardian who is aggrieved by any participation exclusion has the right to a formal conference with the principal, or his/her designee, and any other employee involved. Any request for such formal conference will be made within five school days of the written notice of the action. At such formal conference, the student athlete, parent/guardian will be subject to questioning by the principal or his/her designee and will be entitled to question school employees involved in the matter being grieved.

Formal District Conference

Any student athlete, parent/guardian who may be aggrieved following the formal conference may, upon three days prior notice, present a written grievance to the Kent School District Director of Athletics and Activities. At such formal conference, the student athlete,

parent/guardian will be subject to questioning by the Director and will be entitled to question school employees involved in the matter being grieved.

If after exhausting this remedy the grievance is not yet resolved, the parent and student will have the right, upon two (2) school business days prior notice, to present a written and/or oral grievance to the superintendent or designee. The superintendent or designee will provide the parent and student with a written copy of its response to the grievance within ten (10) school business days.

The participation exclusion will continue during the implementation of the grievance procedure.

Definitions:

Allowable contests for that sport as indicated below. Number of regular season contests in that sport.

| | (1-7) | (8-11) | (12-15) | (16-20) |
|--|-------|--------|---------|---------|
| 10% Number of contests to fulfill suspension | 1 | 1 | 2 | 2 |
| 20% Number of contests to fulfill suspension | 1 | 2 | 3 | 4 |
| 30% Number of contests to fulfill suspension | 2 | 3 | 4 | 5 |
| 40% Number of contests to fulfill suspension | 3 | 4 | 6 | 7 |
| 50% Number of contests to fulfill suspension | 4 | 5 | 7 | 9 |

Probation Probation is a period during which a student athlete remains eligible while he/she is given an opportunity to correct the deficiencies in a time prescribed by the head coach. During probation, student athletes may continue to participate in turnouts and contests.

Exclusion Expulsion will mean the complete denial of the privilege to participate in practices and events for an indefinite period.

In Season Begins with the first WIAA allowed practice day and ends with the awards ceremony (banquet) for that sport. In the event of no season-ending banquet or a banquet held prior to the last competition, the ending date will be after the last scheduled event for that sport.

Out of Season Any time not in season, starting with the WIAA defined beginning fall season, and ending with the Kent School District last student schoolday.

Calendar Year 365 consecutive days.

Completed Season A season in which a student athlete begins the season within the first week of turnout and completes the season, in good standing, without interruption, until the last scheduled contest or banquet, whichever is later.

| | |
|---------------------|--|
| Actual Possession | The act of having a substance in one's custody or control. Actual possession occurs when the item is in the physical custody of the person charged with possession. |
| Use | Physical consumption of a substance by means of inhalation, snorting, drinking, absorption, injection, or any other method which produces an intoxicating or mental/physical altering effect. |
| Sale | The act of distributing an illegal substance by means of exchanging substances for an agreed sum of money or other valuable consideration. |
| Suspension | The denial of attendance in response to a behavioral violation. For the Kent School District Code of Codes this includes in-school suspension, short term suspension, long term suspension, and expulsion. |
| Immediately | This term means at once or instantly. |
| Disruptive Behavior | Conduct that interrupts or obstructs the learning environment. |

HAZING & HARASSMENT-FREE ENVIRONMENT

1. Student athletes engaging in "orientations", "hazing", or "rough-housing" that fall outside of a harassment-free environment as outlined in Kent School District Policy 3207, will be subject to respective school discipline.
2. Harassing conduct includes repeated offensive sexual flirtations, advances, or propositions, continued or repeated verbal abuse of a sexual or racial nature, graphic, degrading or demeaning sexual or racial comments about an individual or about his/her appearance, the display of sexually suggestive objects or pictures, or any offensive or abusive physical contact.
3. All students and employees will deal with all persons in a manner that conveys respect for individuals regardless of race, color, marital status, national origin, creed, religion, sex, age, or disability. Acts of harassment, whether by verbal, written, physical, or by gesture will not be tolerated. Any demeaning form of on-campus or off-campus hazing or harassment which is related to school issues and is used to initiate or humiliate another student or staff member constitutes grounds for disciplinary action including suspension and/or expulsion.

EQUIPMENT

School equipment checked out by the student athlete is the student's responsibility. The student athlete is expected to keep it clean and in good condition. Athletes will be responsible for lost school equipment assigned to them.

Students attending commercial camps or clinics during summer must provide their own equipment and uniforms unless specifically authorized by the Director of Athletics and the District Risk Manager.

TRAVEL RULES FOR ATHLETES

The following rules will be enforced whenever it is necessary to travel to other schools for athletic contests or to alternate off-campus turnout/game sites:

1. All athletes must travel to and from athletic contests in which transportation is provided by the school district, except that an athlete may travel:
 - a. With their own parent, if the parent arranges with the coach, to transport his/her athlete in their own vehicle.
 - b. In a private vehicle, if the following forms have been signed and are on file at the school:
 - DF-17 Volunteer Driver Screening-Affidavit of Insurance
 - DF-18 Student Private Transportation Permission
 - Student Volunteer Form (student driver)
2. Athletes will remain with their squad and under the supervision of their coach when attending any contests.
3. Misconduct of any sort while traveling to and from an away contest will be dealt with according to “Conduct and Control for Athletes” as outlined in this handbook.

Visiting athletes are direct representatives of their school, community and homes and should conduct themselves accordingly.

KSD ATTENDANCE BOUNDARY RULES

Each student in the district is required to attend the school designated for the geographic attendance area in which he or she resides unless an exception is authorized in accordance with KSD transfer procedures. Contact Student and Family Support Services for more information.

ATTENDANCE AREA TRANSFERS (excerpts from District Policy 3131P)

1.0 RESIDENT ATTENDANCE AREAS

The Kent School District is divided into boundary attendance areas. Students are expected to attend the school assigned according to their home address.

2.0 NON-RESIDENT STUDENTS

For non-resident student transfers refer to policy 3141. (*Contact Student Services*).

3.0 CONDITIONS FOR TRANSFER OF RESIDENT STUDENTS

3.1 Students requesting attendance in another school (reference 4.0), may, under the provisions of resident student transfers, be considered on a space available basis, meaning placements may be granted if it does not cause an adverse enrollment impact (as defined by committee outlined in 3.2) on either the school being requested, or the school being requested to leave.

3.2 Availability of space at all Kent School District schools is determined by district enrollment projections, program capacity, staffing, classroom/programs counts, and/or total student enrollment as determined by a district committee comprised of members of Student and Family Support, Human Resources and Finance and Operations. Transfer processes will avoid creating racial imbalance in the buildings, per WAC 392-342-025.

3.2.1 The Kent School District reserves the right to review annually all transfers and reverse/terminate transfer agreements based on district related financial impacts related to enrollment and district planning.

NOTE: Students transferring from one Kent school to another must have a corresponding change of residence to maintain Varsity level athletic eligibility as per WIAA.

4.0 STUDENT TRANSFER PROCESS

Contact KSD Student and Family Support Services for Student Transfer Process.

MIDDLE SCHOOL LEVEL PHILOSOPHY

MIDDLE SCHOOL PHILOSOPHY – Recognizing the unique developmental needs of the middle level student, the WIAA promotes activities that build student success through active **participation**, increased **skill building**, and positive **sportsmanship**.

Participation

- Emphasize participation over win/loss records.
- Provide opportunities for everyone to participate.
- Balance competition with cooperation.
- Encourage lifelong participation in activities.
- Emphasize having fun.

Skill building

- Develop age-appropriate skills.
- Focus on fundamentals.
- Develop skills as a foundation for improvement.

Sportsmanship

- Develop a positive team attitude.
- Encourage, cooperate, and collaborate with peers.
- Present positive adult role models that demonstrate self-control and (mutual) respect.

Middle School Coaches Shall Understand

- Students have varying levels of ability, and coaches need to present a developmentally appropriate program for students.
- Positive encouragement is the strongest tool for learning.
- Coaches should provide a safe environment for kids to “risk” and grow.
- Activities should be meaningful and fun.
- Fundamentals and practice are the building blocks for a successful athlete.
- Coaches are a key role model.
- Every team member’s responsibility is to encourage one another.

LETTER AWARDS

PROCEDURES:

1. Senior high varsity award winners may purchase a letter jacket and/or letter at the end of the sports season after receiving their award certificate.
2. Award winners will receive their certificates at an awards banquet or awards assembly as determined by each school.
3. Schools will furnish certificates.

STANDARDS FOR LETTER AWARDS:

In all cases, the judgment of the Head Coach will be the deciding factor in determining who will become “candidate eligible” to be awarded a letter. However, here are some basic guidelines or general standards.

- Major emphasis to earn a Varsity letter will be focused on the following:
 1. Significant participation during Varsity contests
 2. Earning All-NPSL Individual Award recognition
 3. Must have completed the season, unless injured or excused by the coach for special reasons
 4. Must have followed the Athletic Code
 5. Must have been in regular attendance at turnouts during the league season
 6. Must be a student in good standing
 7. Must have turned in all equipment and/or paid all fines and obligations

SCHOLASTIC ACHIEVEMENT AWARDS

The WIAA, in cooperation with the Washington Association of Secondary Principals, the Washington Middle Level School Principals Association, the Athletic Directors Association, the Washington State School Directors Association, and the Washington State Coaches Association will make available to schools the following awards:

Outstanding Scholastic Achievement Award

To a team/activity that achieved a 3.50 or above trimester/semester/quarter grade point average (GPA). Qualification for this award is computed by the accumulation of a 3.50 or above by the team/activity/members as a group.

Distinguished Scholastic Achievement Award

To a team/activity that achieved a 3.0 - 3.49 Trimester/Semester/Quarter GPA during their specific season. Computation same as above.

Individual Awards

Individual letter insignias and certificates may be purchased from the WIAA office. Any student of a team having received a scholastic achievement award is eligible to receive the individual award. An individual school may establish more restrictive standards/qualifications if they desire. A student should receive only one insignia per year.

State Academic Champions - Nominations for these awards are to be submitted by the building principal on the designated form. The State Academic Champions in each classification and in each activity will be determined from the applications submitted within the established timeline. The State Academic Champions will receive a plaque at their respective State Tournament.

COLLEGE RECRUITMENT

In the event you should be contacted personally by a college recruiter, you have an obligation to work through your coach and the Athletic Department. Inform your coach of such contact as soon as possible. This is especially important if it occurs during the time when you are involved in active participation. Check with your coach regarding NCAA rules governing recruiting. Rule violations could result in loss of eligibility.

NCAA COLLEGIATE ATHLETIC & SCHOLARSHIP ELIGIBILITY

A student's eligibility for practice, competition, and financial aid in their freshman year at a Division I or II college must be certified by the NCAA Eligibility Center. It is important to see a school counselor as soon as possible to allow time for processing the required information.

These regulations can change on an annual basis. Contact your school counselor, school athletic administrator, or [NCAA Eligibility Center](#). NCAA Eligibility Center can also be reached at 317-917-6222.

[Official WIAA Handbook](#)

WIAA Handbook offers information regarding several topics including:

Recruiting

Student Standards for Interscholastic Athletic Eligibility

Running Start Student Eligibility

WIAA Out-Of-Season Regulations