

APPENDIX B
KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Elementary School Activities Guidelines

I. PHILOSOPHY STATEMENT

The Kenai Peninsula Borough School District believes co-curricular activities are an integral part of the educational program. Activities shall be tailored to the physical, mental, emotional and social maturity levels of the youth participating in them. We believe each student should have an opportunity to participate in a broad number of activities based on his/her own talents and interests. It is the intent of the District to encourage participation in activities. District sponsored co-curricular activities shall be approved by the Board of Education, administered by the Kenai Peninsula School Activities Association, and supervised by the building administrator.

Emphasis shall be given to the ideals of sportsmanship, fair play, and ethical conduct by students, coaches or advisors, and spectators.

Participation in activities is a privilege to be granted to those students who meet the minimum standards of eligibility adopted by the KPBSD and those additional standards established by each school for its own students.

The primary goal of all elementary co-curricular programs shall be the involvement of the maximum numbers of participants. Individual involvement along with the principles of sportsmanship, teamwork and commitment shall be emphasized while developing skills relative to the programs offered. The concept of "having fun" in a safe and healthy environment should be considered the first priority.

II. STUDENT ELIGIBILITY

A. Parent/Student Responsibilities for Participation

1. **Physician's clearance**
 - a. It is recommended that a physician's clearance for sport activities be on file with the coach and the athletic director or principal.
 - b. For wrestling, the initial weigh-ins must be recorded by the coach and the records kept on file in the principal's office prior to the start of the season.
2. **Permission form.** A permission form signed by a parent/legal guardian must be on file with the coach/sponsor and the principal that:
 - a. States student and parent/legal guardian acknowledge inherent risk of participation in an activity.
 - b. Gives parent/legal guardian transportation authorization.
 - c. Indicates parent/legal guardian responsibility for health/accident insurance.
 - d. Gives parent/legal guardian consent for emergency treatment.
3. **User fee.** A user fee may be charged by the school. If the school chooses to charge the fee, payment must be received prior to beginning the activity or a waiver request must be on file with the principal.
4. **Records.** All records must be in order, and all forms must be on file before the student is eligible to participate in any program.

B. Student Requirements for Participation

1. **Attendance.** In order to participate in a school-sponsored activity (including practice), students must attend all classes on the day of the school activity or on the last regular day of the week for weekend activities unless otherwise excused by the school.
2. **School grade**
 - a. Only students in the fourth, fifth, and sixth grades may participate.
 - b. Individual schools may elect to delete grade(s) when appropriate to program(s).
 - c. Schools may elect to limit intramural competition to sixth grade students, to fifth and sixth grade students, or other configurations involving fourth grade students due to numbers of players wanting to participate.
 - d. KPSAA recommends that: The formation of co-ed teams IS NOT discouraged FOR INTRAMURALS.
3. **Sessions.** During intramural sessions, play may be stopped at any time for the supervisor to provide and reinforce basic skill development and to offer new instruction.
4. **Borough tournaments.** Only students enrolled in the public schools of the KPBSD (including District Correspondence/Connections Program) or students participating in a school intramural program culminating with a Borough tournament may participate in the Borough tournaments. This includes students enrolled in Borough-approved programs.
5. **Enrollment.** Participation in school intramurals is not contingent upon enrollment in the district. Participation is based upon space availability as determined by either the principal or the site based council.

C. Student Scholastic Eligibility for Participation

1. **Academic progress** (Optional and may be used for intramurals.)
 - a. Initial eligibility is based on passing cumulative quarter grades.
 - b. Academic standing will be checked weekly.
 - 1) Ineligibility begins the Monday following grade check.
 - 2) Students are ineligible from the Monday following the grade check to the next Monday (one calendar week).
1. **Personal conduct.** Classroom conduct may affect eligibility. Any misconduct affecting eligibility must be recorded in the principal's office.

III. PARTICIPATION GUIDELINES FOR ACTIVITIES

A. Student Rules

1. **Basic Training.** In order to promote a positive co-curricular environment, basic training rules are established that require student/athletes to abide by school and district policies as well as civil laws of the community. Training rules are in effect 24 hours a day and will be enforced from the first day of the season as set by the activity calendar. A co-curricular participant will be suspended from participation and practice for that activity season or thirty (30) consecutive school days, whichever is longer (except as provided in paragraph 2) for items a, b, & c:
 - a. Alcohol – under the influence, in possession, in proximity*
 - b. Illegal drugs and/or paraphernalia – influence, possession, delivery, proximity
 - c. Misuse and/or abuse of prescribed drugs or over-the-counter substances.
 - d. Tobacco use or possession in any form will result in a two-week suspension from competitive participation, not practice. A second offense will cause dismissal from participation and practice from that activity for the remainder of the season.

**Proximity is defined as being in the same vehicle, house, location, party, etc. where you know alcohol/drugs are in illegal possession by minors or you willingly remain in a location where you are aware alcohol/drugs are being illegally consumed.*

2. **Chemical assessment.** If a student is dismissed from participation or practice because of "b" or "c" above, s/he must have a chemical assessment and/or possible counseling and complete the recommendations from the assessment before s/he can participate in another activity. With administrative approval, and upon completion of appropriate assessment and counseling, the student/athlete will become eligible to participate in practice for the last ten (10) days of their thirty (30) day suspension.
3. **Conduct.** Suspension from an activity for a period of time up to thirty consecutive school days or the remainder of the activity season, to be determined by the coach/principal, shall result from:
 - a. Fighting
 - b. Vandalism
 - c. Theft and/or possession of known stolen property
 - d. Other disciplinary situations which may arise
4. **Other** misconduct occurring while on school grounds or while engaged in school sponsored activities will be subject to penalties according to School Board Policies.

B. Dismissal Rule. Any student who is cut from a sport/activity for disciplinary reasons will not be eligible to practice or play another sport/activity during the season of that sport/activity.

C. Uniforms/Equipment Rules

1. **Student responsibility.** Uniforms/equipment issued to a student are her/his responsibility for return or replacement.
2. **Penalty.** If the uniforms/equipment are not returned, replaced, or paid for, the letter/award shall not be awarded nor any additional equipment be issued to the participant for any activity.
3. **Use.** Uniforms/equipment are not to be worn or used by any student except during practice or play in the school-sponsored event in which the student participates.

D. Participation Fee.

1. A maximum of **\$15** per activity may be charged, in order to run intramural programs at each site, excluding forensics.
2. Students, who are unable to pay all or part of the fee, may submit a letter requesting a waiver.

IV. GENERAL ACTIVITIES POLICIES FOR THE KPBSD

A. Travel Limitations

1. **Vehicles.** Students traveling to or from all District-sponsored practices or contests not held at your home site must do so in school provided vehicles, unless specifically released in writing by their parent or legal guardian and approved by the building administrator to travel by some other method. "Home site" is defined as the location where your school is hosting an event or where all schools share a site. (e.g., Soldotna Sports Center).

B. Scheduling Limitations

1. **Starting time.** District wide events may not begin before 10:00 a.m. This includes pre-event sponsors' meetings.

C. Cancellation of Outdoor Activities Due to Cold Temperatures

1. **Definition.** Prolonged outdoor activities shall be defined as those activities requiring a student to remain outside for more than fifteen minutes.
2. **Prolonged outdoor activity.** Prolonged outdoor activities will be canceled when temperatures drop below -10 degrees Fahrenheit when applying the wind chill factor.
3. **All outdoor activities.** All outdoor activities will be canceled when temperatures drop below -15 degrees Fahrenheit when applying the wind chill factor.

D. Awards

1. **Events.** Individual ribbons **may** be awarded.
2. **Places.** Places given **may** be first, second, third, fourth, fifth, and sixth places. Participation ribbons may be awarded to all other students.

E. Suggested Admission Fees. All elementary activities will be free to the public.

F. Cheerleaders. There shall be no cheerleaders or related groups at the elementary school level.

G. Required Participation

1. **Playing time.** Playing time **within an event** should be distributed equally among participants.

H. Master District Activity Calendar. All dates and sites for forensics are final and firm when placed on the KPBSD activity calendar. The two exceptions to this rule are a major education conflict or an act of God.

1. **Dates and Sites.** Dates and sites for district wide or regional forensics shall be determined at the spring general meeting of the Kenai Peninsula School Activities Association.

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