

# DICKINSON PUBLIC SCHOOLS

## SCHOOL ACTIVITIES - CODE OF CONDUCT

Participating in a Dickinson Public Schools activity program is a privilege which requires students to uphold high standards of citizenship, conduct, and appearance that are appropriate for the students who represent Dickinson Public Schools and the community of Dickinson. To participate in a school activity, parents/guardians and students must sign this code and accept the terms, conditions, and rules set forth by Dickinson Public Schools, the North Dakota High School Activities Association (NDHSAA), and the coach/advisor of each activity.

**\*\*\*All Athletes must have completed the online sports registration, and uploaded their completed NDHSAA Clearance Form. The online registration must be completed before the first day of practice.**

Refer to the DHS or DMS student handbooks for more information regarding code of conduct forms, physical examination guidelines, and participation fees.

**CITIZENSHIP/SPORTSMANSHIP:** Refer to the DHS or DMS student handbooks for sportsmanship expectations.

**SCHOLASTIC ELIGIBILITY** –Refer to the student handbooks for the policies at both DHS and Hagen Junior High.

**SUSPENSIONS AND EXPULSIONS:** Refer to the DHS or DMS student handbooks for procedures regarding both in-school and out-of-school suspensions as well as student expulsions.

**SCHOOL ATTENDANCE** - At both the junior high and high school level, a student must be in attendance at school all day on the day of a competition, event, or performance unless prior approval is given by the Activities Director or building principal.

**SPECIFIC TEAM/ACTIVITY RULES:** Individual programs may have additional training rules/regulations that apply to students. Program participants will be made aware of any specific program rules/regulations that exist. The Activities Director will approve specific program rules. Ability alone does not guarantee a position in any activity. Dedication, cooperation, practice, teamwork, fundamentals, and respect for team/activity rules are required.

**These team specific rules will include information regarding practice and game/event attendance.**

**INJURIES:** Dickinson Public Schools will ensure that competent coaches/advisors, safe facilities, and safe equipment are utilized. Nevertheless, injuries may still occur. If an injury occurs, notify the coach/advisor. **MEDICAL COSTS FOR INJURIES ARE NOT THE RESPONSIBILITY OF DICKINSON PUBLIC SCHOOLS.** Dickinson Public Schools does not carry insurance to cover costs involved in an injury. Injury costs are the responsibility of participants and/or their parents/guardians.

**ALCOHOL, TOBACCO, AND DRUGS:** Use or possession of tobacco, alcohol, or other controlled substances defined by North Dakota law is prohibited. See the student handbooks for specific violation procedures per NDHSAA and DPS policies to begin at the time of *notification* of the violation.

### TRANSPORTATION GUIDELINES:

1. All participants are **required** to ride the district provided transportation. At no time may students drive themselves to a contest. In few instances, parents may be allowed to transport their athlete, but it has to be cleared through the Athletic Director prior to the event.
2. We encourage all athletes to ride home with their team. However, if a parent wishes to bring their athlete home, that parent must make a face to face contact with the designated travel coach after the game to sign the release form. If someone other than a parent needs to take the athlete after the game, the parent must first call the athletic director prior to the game to notify the AD of travel arrangements. If okayed, the responsible adult taking the athlete home must make a face to face contract with the designated travel coach after the game to sign the release form.
3. **Head Coaches have 100% autonomy in deciding whether or not to release athletes to any adult: parent or otherwise.** If the coach determines that releasing the student is a safety risk for any reason, that student will ride home with the team. We apologize for any inconvenience this may cause, but we will not put our student athletes in a potentially dangerous situation.
4. Any student who is suspended for any reason is still required to travel with the team unless there would be a loss of school time. For example, if the team bus is leaving at 2:00 on a school day, the suspended athlete will remain in school. If the contest is on a Saturday, the athlete must travel with the team.

### SPECIAL NOTES:

-The Code of Conduct is in effect for the entire school year, including practice or events before or after school begins and ends, for all students whether or not they are currently in an activity. These regulations are in effect for co-op students from other school districts, as well.

-Entire, detailed policies governing school activities sponsored by DPS can be found in student handbooks.

# COMMUNICATION GUIDELINES

The following are communication guidelines put in place by the Dickinson Public School's athletic department. All coaches, parents, and athletes are expected to follow these guidelines.

## **Communication Parents Can Expect From a Coach:**

1. Philosophy of the coach
2. Expectations of the athlete and the team
3. Location of all practices and games
4. A copy of the team rules

\*\*\*Discussion of your son's or daughter's role on the team will be between the coach and the athlete only.

## **Communication Coaches Expect From Parents:**

1. Concerns related to your son or daughter's mental, physical, or emotional well-being
2. Specific questions about a coach's expectations of parents
3. Notification of any injuries or illnesses
4. Prior notification of any student absences from practices or games

## **APPROPRIATE Parental Concerns to Discuss with Coaches:**

1. Mental or physical treatment of your son/daughter
2. Ways in which you can help your son/daughter improve
3. Concerns about your son/daughter's behavior

## **INAPPROPRIATE Parental Concerns to Discuss with Coaches:**

1. Playing Time  
\*Playing time discussions will be between the coach and athlete only.
2. Team Strategy
3. Play Calling
4. Team Selection
5. Another Athlete

**If a conversation with a coach turns to any of those five topics, our coaches are instructed to immediately end the discussion. Parents can reschedule a meeting with the coach to continue an appropriate discussion at a later date.**

**Further, any vulgarity, rude behavior, or threats will signal an immediate end to any discussion.**

**24 Hour Rule:** Because coaches have much to think about prior to a game and are highly emotional following a game, we ask that parents do not confront a coach with any concern within 24 hours before or after a game. Often, these confrontations will lead to emotionally charged discussions that bring no resolution. Waiting 24 hours after the conclusion of a game will allow both the parent and the coach time to "cool down" before discussing a concern.

## ENGAGEMENT GUIDELINES

**\*\*These guidelines do not include concerns about the mental, physical, or emotional well-being of the student. If a parent has a concern about any of those areas, please contact the activities director immediately.**

1. Communication regarding any other extra-curricular conflict will begin strictly between the student and the coach/advisor. The activity director will not discuss any concern that hasn't already been discussed between the student and coach/advisor.
2. If the conflict continues, the student, coach/advisor, and activities director can meet to further discuss the issue. Depending on the concern, this meeting may also include the parent(s).
3. If the conflict continues, the parent may meet with the activities director. **\*\*ANY DISCUSSION REGARDING AN EXTRA-CURRICULAR CONFLICT WILL BE PASSED ALONG TO BOTH THE STUDENT AND THE COACH/ADVISOR INVOLVED – INCLUDING PHONE AND EMAIL COMMUNICATIONS.**

### Social Media

Dickinson High School and Dickinson Middles School student-athletes are representatives of Dickinson Public Schools and community. The athletic department requires student-athletes to exercise good judgment in their use of social media websites, and to conduct these activities in a responsible and respectful manner.

- It is impermissible for student-athletes to post information, photos, inappropriate behavior or items that could be interpreted as demeaning or inflammatory.
- It is not permissible to comment on injuries, officiating, or team matters that could reasonably be expected to be confidential to team members.
- Student-athletes are required to follow all respective social media website rules.

### Best Practices and Reminders

- Think twice before posting. If you wouldn't want your coach, parents, or future employer to see your post, don't post it.
- Be respectful and positive.
- Remember, many different audiences view you're posts including fans, alumni, kids, local authorities, parents, faculty, etc. The internet is permanent. Even if you delete something, it's still out there somewhere. Be in the right state of mind when you make a post. Do not post with an emotional state of mind. Coaches and administrators monitor social media websites. Potential employers use these social media websites to screen candidates. Use the privacy/security settings made available on these sites.

### Special Note

- In order to provide for the health and safety of the individual participant and other extracurricular participants participating in a field trip, out-of-town contest or convention, or away game, the District may conduct a random search of all personal property of extracurricular participants before the students depart for the field trip, contest, convention, or game

To Participate in any school sponsored extracurricular field trip, out-of-town contest or convention, or away game, the student and the parents/guardians of the student must sign the code of conduct form by which the student agrees that as a condition of participation in the extracurricular activity, he/she will consent to reasonable search of personal property or clothing including student's backpack, book bag, suitcase, and/or purse.

**It is important to note that the Dickinson Public Schools activities department does not guarantee a resolution to all extra-curricular concerns. Further, not all concerns will be granted a step #2 or #3 meeting at the discretion of the activities director.**

# CONCUSSION FACT SHEET FOR ATHLETES

## ***What is a concussion?***

A concussion is a brain injury that:

- Is caused by a bump, blow, or jolt to the head or body
- Can change the way your brain normally works
- Can occur during practices or games in any sport or recreational activity
- Can happen even if you haven't been knocked out
- Can be serious even if you've just been "dinged" or "had your bell rung"

All concussions are serious. A concussion can affect your ability to do schoolwork and other activities (such as playing video games, working on a computer, studying, driving, or exercising). Most people with a concussion get better, but it is important to give your brain time to heal.

## ***What are the symptoms of a concussion?***

You can't see a concussion, but you might notice one or more of the symptoms listed below or that you "don't feel right" soon after, a few days after, or even weeks after the injury.

- Headache or "pressure" in head
- Nausea or vomiting
- Balancing problems or dizziness
- Double or blurry vision
- Bothered by light or noise
- Feeling sluggish, hazy, foggy or groggy
- Difficulty paying attention
- Memory problems
- Confusion

## ***What should I do if I think I have a concussion?***

- Tell your coaches and parents. Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach right away if you think you have a concussion or if one of your teammates might have a concussion.
- Get a medical check-up. A doctor or other health care professional can tell if you have a concussion and when it is OK to return to play.
- Give yourself time to get better. If you have a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have another concussion. Repeat concussions can increase the time it takes for you to recover and may cause more damage to your brain. It is important to rest and not return to play until you get the OK from your health care professional that you are symptom-free.

## ***How can I prevent a concussion?***

Every sport is different, but there are steps you can take to protect yourself.

- Use the proper sports equipment, including personal protective equipment. In order for equipment to protect you, it must be the right equipment for the game/position/activity, worn correctly and the correct size and fit, and used every time you play or practice.
- Follow your coaches' rules for safety and the rules of the sport
- Practice good sportsmanship at all times

**It's better to miss one game than the whole season.**

# CONCUSSION FACT SHEET FOR PARENTS

## ***What is a concussion?***

A concussion is a brain injury that:

- Is caused by a bump, blow, or jolt to the head or body
- Can change the way your brain normally works
- Can occur during practices or games in any sport or recreational activity
- Can happen even if you haven't been knocked out
- Can be serious even if you've just been "dinged" or "had your bell rung"

All concussions are serious. A concussion can affect your ability to do schoolwork and other activities (such as playing video games, working on a computer, studying, driving, or exercising). Most people with a concussion get better, but it is important to give your brain time to heal.

## ***What signs and symptoms are observed by parents or guardians?***

You can't see a concussion. Signs and symptoms of concussions can show up right after the injury or may not appear or be noticed until days after the injury. If your teen reports one or more of the symptoms of concussion listed above, or if you notice one of the symptoms below, keep your teen out of play and seek medical attention right away.

Signs/Symptoms Observed by Parents/Guardians:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

## ***How can you help your teen prevent a concussion?***

Every sport is different, but there are steps your teens can take to protect themselves from concussion and other injuries.

- Make sure they wear the right protective equipment for their activity. It should fit properly, be well maintained, and be worn consistently and correctly.
- Ensure that they follow their coaches' rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.

## ***What should you do if you think your teen has a concussion?***

- **Keep your teen out of play.** If your teen has a concussion, his/her brain needs time to heal. Don't let your teen return to play the day of the injury and until a health care professional, experienced in evaluating for concussion, says your teen is symptom-free and it's ok to return to play. A repeat concussion that occurs before the brain recovers from the first – usually within a short period of time (hours, days, or weeks) – can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in edema (brain swelling), permanent brain damage, and even death.
- **Seek medical attention right away.** A health care professional experienced in evaluating for concussion will be able to decide how serious the concussion is and when it is safe for your teen to return to sports.
- **Teach you teen that it's not smart to play with a concussion.** Rest is key after a concussion. Sometimes athletes wrongly believe that it shows strength and courage to play injured. Discourage other from pressuring injured athletes to play. Don't let your teen convince you that he or she is just fine.
- **Tell all of your teen's coaches and the student's school about any concussion.** Coaches and school staff should know if your teen has ever had a concussion. Your teen may need to limit activities while he/she is recovering from a concussion. Things such as studying, driving, working on a computer, playing video games, or exercising may cause concussion symptoms to reappear or get worse. Talk to your health care professional, as well as your teen's coaches, trainer, and teachers. In needed, they can help adjust your teen's school activities during recovery.

## \*Concussion Progress Log

This form will be used whenever an athlete has been diagnosed with a concussion.

<b>Concussion Progress Log</b>		<b>SANFORD</b> ORTHOPEDICS SPORTS MEDICINE
Athlete's Name: _____		DOB: _____
School: _____	Sport(s): _____	Year in School: _____
Date of Injury: _____		Date seen by ATC: _____
<b>SCAT3</b>		
Date of initial SCAT3 Exam: _____		
Date of additional SCAT3 Exams: _____		
Date passed SCAT3: _____		
<b>ImPact Testing</b>		
Date of Baseline Exam(s): _____		
Date of Post Injury tests: _____		
	Post Injury 1	Post Injury 2
	Post Injury 3	Post Injury 4
Date passed Post Injury Test: _____		
<b>Return to Play Protocol</b>		
	<u>Pass/Fail &amp; Date</u>	<u>Pass/Fail &amp; Date</u>
Stage 1 – Light Aerobic Exercise:	_____	_____
Stage 2 – Sport Specific Exercise:	_____	_____
Stage 3 – Non-Contact Training Drills:	_____	_____
Stage 4 – Full Contact Practice:	_____	_____
Date cleared for Return to Play:	_____	_____
Signature Healthcare Provider, Credentials _____		Date _____
<b>If referred to Physician:</b>		
Date referred to Physician	_____	
Physician	_____	
Facility	_____	

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White: TO SPORTS MEDICINE    Yellow: TO COACH    Pink: TO PARENT/ATHLETE

\*Sports Medicine services for the Dickinson Public Schools is provided by Sanford Health

**SANFORD**  
HEALTH

**DICKINSON PUBLIC SCHOOLS - SCHOOL ACTIVITIES  
CODE OF CONDUCT AND MEDICAL CARE RELEASE**

**Our signatures at the bottom of the page indicate that I (student) and we (parents/guardians) have closely read the Dickinson Public Schools Code of Conduct for School Activities and acknowledge our acceptance and willingness to observe the code of conduct and follow its rules and regulations.**

We (student and parents/guardians) further acknowledge that we (student and parents/guardians) have been properly advised, cautioned, and warned by the administration and advisors/coaches of the Dickinson Public School District that by participating in school activities exposes oneself to the risk of serious injury including but not limited to sprains, fractures, ligament and /or cartilage damage which could result in a temporary or permanent, partial, or complete impairment in the use of any limb, brain damage, paralysis, or even death. Having been so cautioned and warned of the risk of injury, it is still my (student) desire to participate in school activities and we (parents/guardians) give our consent for our child to participate in any and all Dickinson Public Schools Activities.

\_\_\_\_\_ **(Parent)** My (our) initials on the line indicate that I have read and understand the concussion materials

\_\_\_\_\_ **(Parent)** provided to me within these Code of Conduct Sheets.

\_\_\_\_\_ **(Student)** My initials on the line indicate that I have read and understand the concussion materials provided to me within these Code of Conduct Sheets.

\_\_\_\_\_ **(Parent)** My (our) initials on the line indicate that I have read and understand the communication

\_\_\_\_\_ **(Parent)** guidelines used by the Dickinson Public Schools activities' department.

\_\_\_\_\_ **(Parent)** My (our) initials on the line indicated that I have read and understand the communication

\_\_\_\_\_ **(Parent)** engagement guideline process used by the Dickinson Public Schools activities' department.

\_\_\_\_\_ **(Parent)** My (our) initials on the line indicate that I have read and understand the Transportation

\_\_\_\_\_ **(Parent)** Guidelines used by the Dickinson Public Schools activities' department.

\_\_\_\_\_ **(Student)** My initials on the line indicate that I have read or will read my student handbook to view all Dickinson Public Schools Activities policies not included in their entirety within the Code of Conduct sheets.

Date \_\_\_\_\_

Print Students Name \_\_\_\_\_ Grade \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_\_

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

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

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

Parent/Guardian email address \_\_\_\_\_

## Medical Care Release Form

**This information is needed regardless of your primary care facility in the event of an emergency when you cannot be reached.**

Participant's Name	
School – DHS or DMS	
Extracurricular Activity	
Parent(s) and/or Guardian	
Address	
Phone Daytime	
Phone Cell	
Parent or Guardian email address	
Medical Insurance Company	
Policy Holder's name	
Policy number	
Group number	
Primary Care Facility	
Allergies	
Other Medical Conditions (diabetes, asthma, etc.)	

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