



**Star Valley High School**

**Student Activities  
Handbook**

**2025-2026**

**HOME OF THE BRAVES**

**Updated August 6, 2025**

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Assistant Principal	Wyndy McGinley	wyndy.mcginley@lcsd2.org	307-885-7130
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Administrative Secretary	Valerie Booth	vbooth@lcsd2.org	307-885-7847
Athletic Trainer	Kelli Hansen	Kenelson@lcsd2.org	208-850-9039

**Facebook:** @starvalleyhigh  
**Instagram:** @starvalleyhighschool  
**Website:** [www.svhs.lcsd2.org](http://www.svhs.lcsd2.org)

## **Message to Families and Students**

Welcome to Star Valley High School. We are excited that you want to be a part of the Braves Activities community during the 2025-2026 school year. The foundation of success has been built by many coaches, advisors, students, and community members before us, and now it is our turn to continue the tradition of success. This is a big responsibility for all of us. We all have a unique and vital role to play. From coaching, advising, to participating, to officiating, to supporting, and parenting, each role is essential.

As a member of the Braves Activities community, you will see firsthand the benefits of being a part of interscholastic athletics. While the standards of being a student-athlete at Star Valley are high, the benefits of participating in interscholastic athletics and activities are powerful in your development both as a student and as a young adult.

This handbook will be your guide to ensure a successful experience at Star Valley. Please be sure that you read and understand our policies, procedures, rules, and expectations.

We are excited to have you as a part of our team. The staff at Star Valley is here to support all students and their families. Please do not hesitate to reach out with any questions, comments, or concerns.

Respectfully,

**Kyle McClain**  
**Star Valley High School Activities Director**

## **Roles We Serve**

### **Activities Director**

The Activities Director is responsible for administering the Activities Program at the Star Valley High School. Duties include—but are not limited to—hiring, evaluating and training personnel, coordinating the activities budget, scheduling contests, coordinating practice schedules, ensuring compliance with WHSAA, league, school and district policies, rules and regulations, scheduling transportation, coordinating officials, implementing student leadership development opportunities, attending and supervising contests and events, managing all activities-related communication, and maintaining media relations.

The Activities Director will advise the Superintendent, Principal, staff, teams, coaches, advisors and parents/guardians of any changes and communicate the needs of the Activities Department. They must also be a positive representative of Star Valley High School and the Activities Department.

### **Head Coach & Advisor**

The Head Coach & Advisor are responsible for creating a fun, safe, and challenging environment in which students will receive a high level of instruction, cooperation, and competition. The Head Coach & Advisor are also responsible for confirming games, events, and bus schedules, submitting a roster prior to the season, distributing and collecting uniforms and equipment, completing game, injury, and incident reports, and communicating with parents/guardians. The Head Coach & Advisor must also ensure that students are exhibiting good behavior at all times.

The Head Coach & Advisor are expected to be a positive representative of Star Valley High School and the Activities Department. They are expected to make decisions based on the collective interest of the team, while also developing each student to their fullest potential. The Head Coach & Advisor must be clear in expectations and available to students for positive mentorship. They are expected to maintain high personal standards, have a student-first approach, and promote sportsmanship at all times.

### **Student Participant**

The student participant is expected to be a positive member of the Star Valley community. If a student must discuss an issue with the Head Coach or Advisor, they must communicate in a respectful manner to try to find a solution. If a solution is not reached, the Activities Director may assist. Students will be representing Star Valley High School at all times and are expected to conduct themselves in a manner that will reflect positively upon our program and school. Students are expected to be respectful and exhibit good behavior in class, in practice, in contests and in the community. If a student fails to abide by the expectations, policies and rules outlined in this handbook, they may be subject to penalties, which may include contest suspensions, ineligibility, or dismissal from the team.

### **Parent/Guardian**

The parent/guardian plays a vital role in the Star Valley Activities Program. Parents/guardians model attitudes and behaviors for their students. We invite all parents/guardians to attend home

and away contests, support the team, and encourage their student to participate with maximum effort.

We are appreciative of the assistance parents/guardians provide for their students in all of their academic and activity endeavors. We recognize the sacrifice that many of our parents/guardians have to make to support their student and their success. We are appreciative of the support parents/guardians provide our coaches and advisors in their efforts to create a valuable experience for all participants. Parents/guardians need to be mindful of and respect what the coaches and advisors are trying to do by avoiding interference or public criticism, especially in front of their student, other teammates, or community members.

Parents/guardians are expected to contribute to the positive environment that we provide for ALL participants, including officials, visiting students, coaches, and fans. There is a zero-tolerance policy at Star Valley High School for discriminatory and disrespectful acts towards others at all events. Any spectator who displays acts of discrimination or disrespect will be kindly asked to leave the event.

Parents/guardians should speak with the Head Coach, Advisor, or the Activities Director to become more involved. There are several opportunities that Star Valley parents/guardians can become involved:

- Volunteering for athletic event operations (i.e. chain gang at football games, clock operator at basketball games, scorebook at softball games, etc.)
- Coordinating team dinners
- Assisting with fundraising efforts

### **What does the Model Brave look like?**

All Star Valley student participants are expected to be a Model Brave in Citizenship, Scholarship, and Sportsmanship.

### **Citizenship: The Model Brave...**

- Chooses to be kind
- They take pride in their school and athletic facilities by practicing cleanliness.
- Is kind to others through compassion, empathy, and sympathy.
- Is courteous, polite, helpful, and sincere towards others in the classroom and in the community.
- Offers to give a helping hand to those who look as though they need it.
- Shows the utmost respect to parents, teachers, coaches, and adult community members.
- Seeks ways to *Pay it Forward*—helping others without intentions to receive anything in return.
- Acts with integrity by doing the small things right, even when no one is watching.
- Takes pride in our school and facilities by practicing cleanliness.
- Stands up for what is right, even if it is not the most popular decision.

### **Scholarship: The Model Brave...**

- Seeks success in the classroom.
- Finds enjoyment in their learning.

- Has a growth mindset.
- Attends every class on time and ready to learn.
- Completes every assignment and submits it within the due date.
- Builds positive relationships with every teacher, staff, and classmate.
- Engages in class discussions, assignments, and activities.
- Maintains academic eligibility by making satisfactory progress towards graduation.

### **Sportsmanship: The Model Brave...**

- Maintains academic eligibility by making satisfactory progress towards graduation.
- Commits to improvement every day.
- Believes in the mission and vision of the program and Star Valley High School. Leads others towards accomplishing the mission and vision.
- Leads with servitude and selflessness—cleans up facilities, takes care of equipment, encourages all teammates, and mentors younger teammates.
- Take advantage of every opportunity to get better.
- Communicates effectively with coaches, teammates, and parents.
- Contributes to a culture of success—trust, hard work, discipline, gratitude, integrity and loyalty.
- Attends every practice on time and ready to go.
- Holds their teammates accountable, even when it is not easy or popular.
- Represents the program and Star Valley High School positively within the community.
- Competes with full effort until the clock hits zero.
- Instills the spirit of the competitor within others.
- Practices good sportsmanship with officials, opponents, coaches and fans.
- Maintains clear focus and does not let outside influencers—officials, opponents, fans—dictate their emotions and level of play.
- Recognizes that officiating is a challenging job and demonstrates respect and gratitude towards every official, no matter their ability level, experience, or quality.



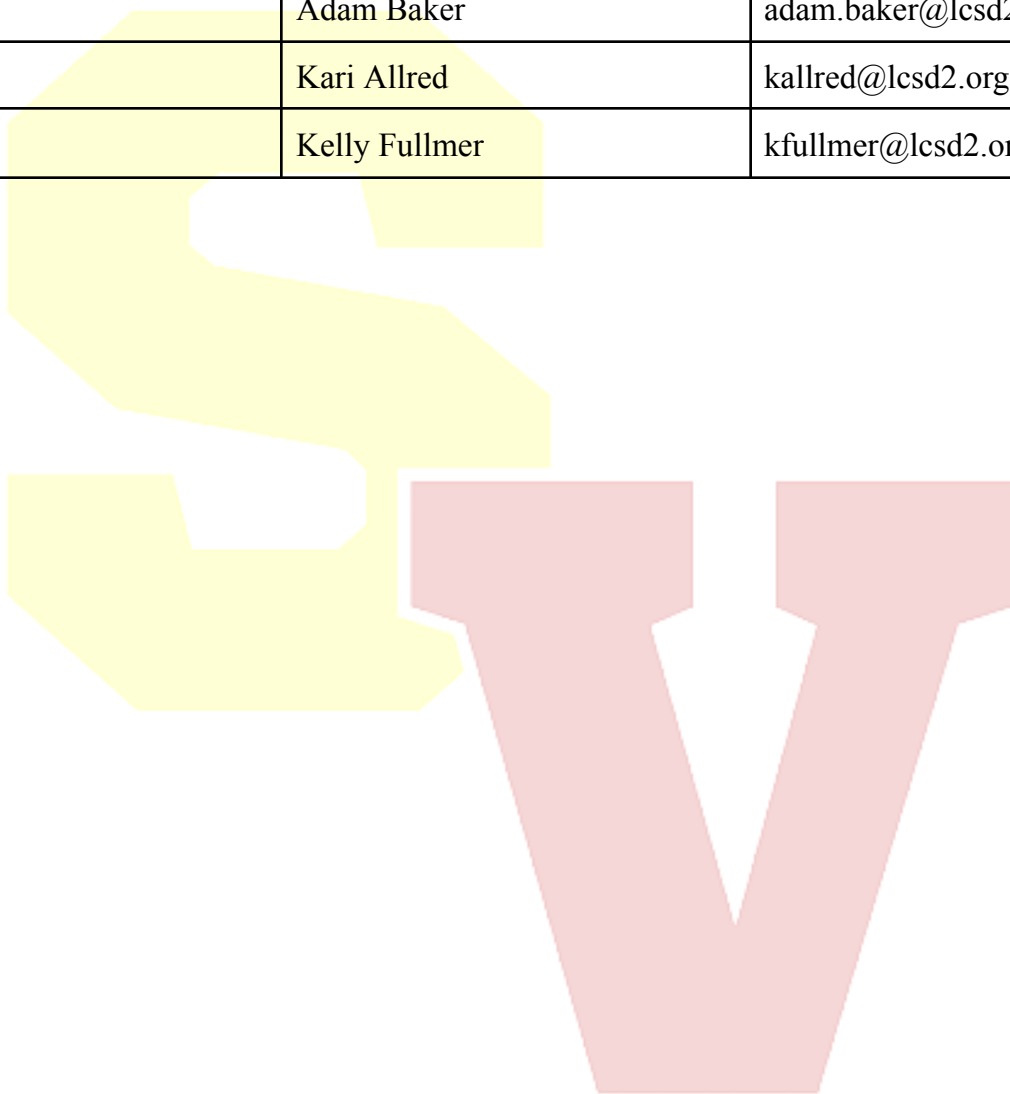
## **Affiliations**

Star Valley High School is a full-time member of the Wyoming High School Activities Association (WHSAA). In all sports (besides football), Star Valley is within the 4A classification and a member of the West Regional. Football is within the 3A classification. As a member of the Wyoming High School Activities Association, Star Valley High School agrees to abide by all of the state by-laws, rules, and regulations. The value of conference membership is derived from coordinating schedules, conducting league meets, and enhancing the activities program by adhering to conference standards and goals. Membership implies abiding by the conference schedule, bylaws, rules, and regulations. The Activities Director or his designated representative shall represent Star Valley High School at all conference meetings where official business is conducted.

## WHSAA Activity Offerings

Fall Sports	Head Coach	Contact Email
Football	McKay Young	mcyoung@lcsd2.org
Volleyball	Kalin Schwab	kalin.schwab@lcsd2.org
Cross Country (Co-ed)	Ty Draney	tdraney@lcsd2.org
Golf (Co-ed)	Kelly Fullmer	kfullmer@lcsd2.org
Winter Sports	Head Coach	Contact Email
Boys Basketball	Matt Shumway	matt.shumway@lcsd2.org
Girls Basketball	Kade Erickson	kaerickson@lcsd2.org
Boys Wrestling	Eddie Clark	eclark@lcsd2.org
Girls Wrestling	Jeff Anderson	jeanderson@lcsd2.org
Indoor Track & Field (Co-ed)	Ty Draney	tdraney@lcsd2.org
Spring Sports	Head Coach	Contact Email
Boys Soccer	Trevor Wilson	trevor.spencer@lcsd2.org
Girls Soccer	Jessica Bagley	jessica.bagley@lcsd2.org
Track & Field (Co-ed)	Ty Draney	tdraney@lcsd2.org
Activities	Advisor	Contact Email
Art	Adam Guild	aguild@lcsd2.org
Band	Kurt Sand	ksand@lcsd2.org
Dance	Kyli Scherbel	kyli.scherbel@lcsd2.org
Drama	Tami Nielsen	tanielsen@lcsd2.org
FCCLA	Jordan Madsen	jomadsen@lcsd2.org
FFA	Victor Hardesty	victor.hardesty@lcsd2.org
Newspaper	Kelly Fullmer	kfullmer@lcsd2.org
Orchestra	Lisa Barber	libarber@lcsd2.org

SkillsUSA	Brandy Taylor Tyson Balls	btaylor@lcsd2.org tyballs@lcsd2.org
Speech	Katie Roberts	karoberts@lcsd2.org
Spirit	Faith Lewis	faith.lewis@lcsd2.org
Student Council	Tyson Balls Adam Baker	tyballs@lcsd2.org adam.baker@lcsd2.org
Vocal	Kari Allred	kallred@lcsd2.org
Yearbook	Kelly Fullmer	kfullmer@lcsd2.org



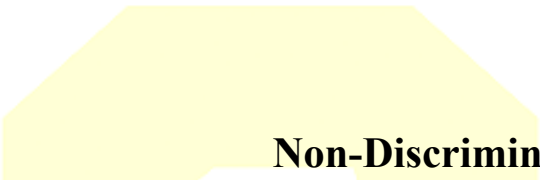
## Philosophy of Activities

A dynamic program of student activities is vital to the educational development of all students. The Activities Program should function as an integral part of the total curriculum. Students **shall enjoy as many activities** as the students and their parents wish them to participate in, **without influence** from any coach or advisor to specialize in one sport or activity. All coaches and advisors should encourage participation in other sports and activities. WHSAA allows participation in activities and sports simultaneously and coaches should work to allow students access to both.

### Statement of Purpose

The purpose of the Lincoln County School District #2 Activity Program is:

1. To provide an atmosphere in which students' self-image and self-esteem may be positively affected,
2. To provide a positive image of the school district,
3. To strive for excellence,
4. To ensure growth and development of the individual in these areas:
  - a. Physical Development: to develop each individual to their highest level of physical abilities.
  - b. Mental Development: to develop within each individual the ability to use ethical values to reason and judge rationally before making decisions.
  - c. Emotional Development: to develop within each individual the ability to control emotions in situations highly charged with tension and to learn to sacrifice personal whims regarding the skills and abilities of other in-group activities.
  - d. Recreational Fitness: to develop in each individual an understanding and appreciation of games, sports, and outdoor life, so that the individual may enjoy them in their leisure time in adult life.
5. To provide a field of exploration that will allow students to cope with problems and handle situations similar to those encountered in the contemporary world. This field of exploration should provide adequate and natural opportunities for:
  - a. Acquisition and development of special skills in the activities of each student's choosing,
  - b. The development of team values, such as loyalty, cooperation, and fair play,
  - c. Directed leadership and supervision that stresses self-discipline, self-motivation, and the ideals of good sportsmanship that make for winning and losing graciously.
  - d. Achievement of initial goals as set by the activity group in general and the student as an individual.



## **Non-Discrimination Policy**

Lincoln County School District #2, State of Wyoming, is committed to a policy of nondiscrimination in relation to race, color, national origin, sex, age, handicap and religion. This policy should prevail in all matters concerning staff, students, educational programs, amend services and individuals with whom the school district does business.

The school staff should establish and maintain an atmosphere in which students can develop attitudes and skills for effective, cooperative living, including:

- a. Respect for the individual regardless of economic status, intellectual ability, race, color, national origin, sex, age, handicap, or religion.;
- b. Respect for cultural differences;
- c. Respect for economic, political, and social rights of others;
- d. Respect for the rights of others to seek and maintain their own identities.

The school district, in keeping with the requirements of state and federal law, will strive to remove any vestige of prejudice and discrimination in employment, assignment, and promotion of personnel; in location and use of facilities; in educational offerings and instructional materials.

## Student Code of Conduct

Wyoming High School Activities Association (WHSAA) Rules for Participation. The student must meet all eligibility requirements as established by the WHSAA. These rules are minimum standards and can be increased by the school at any time.

### Yearly Student Requirements

1. Valid Physical Exam form on file in the activities office. Physicals dated after May 1st are valid for the following school year.
2. Signed Emergency Release form
3. Signed Random Drug Testing Form
4. Baseline concussion test (Freshman and Junior years, and any new student to the district)
5. Return equipment within 2 weeks after the conclusion of the season. A \$10 late fee will be assessed if the equipment is not returned within this period. Failure to return equipment will result in a fee equivalent to the replacement cost. The student assumes full responsibility for the equipment checked out to them.

### Academic Standards

Eligibility will be determined on a weekly basis. Eligibility reports are run weekly by the end of the school day every Monday. To avoid eligibility concerns, students will be responsible for contacting each teacher before they leave school for activity trips.

1. In the previous semester of attendance, students must have passed a minimum of **four** subjects.
2. Students are ineligible to participate in activities (excluding practices and scrimmages) if any of the following apply.
  - a. A student has an F in a class for two (2) consecutive weeks unless the grade is passing before the game and the Infinite Campus Gradebook shows a passing grade.
  - b. A student is absent from school on the day of the competition. Special circumstances must be cleared in advance through the school Administration, but must be done PRIOR to the absence. Failure to do so will result in not participating in that day's practice/event.
  - c. If a student violates the citizenship expectation, they are ineligible for the next competition.
3. Students may be removed from the team for the remainder of the season (Drill and Cheer teams are the exception; they will be removed for ½ a season). For any of the following:
  - a. A student who is ineligible for four (4) consecutive weeks in the same class.
  - b. A student is caught cheating a second time.
  - c. A student fails to meet citizenship expectations-Administrative discretion.

### Good Citizenship Standards

1. High standards of performance and personal character are expected of all participants.
2. The student will avoid being ineligible, suspended, or subject to other disciplinary action for misbehavior, truancy, or matters of law.
  - a. **Students will be ineligible and possibly removed from the team for any of the following:**

- i. Choosing not to attend a class before being released as a team on game day.
  - ii. Being marked truant.
  - iii. Failure to show good citizenship in the classroom or on an activity trip
    - 1. Good sportsmanship/behavior is expected of all students. Students shall be polite and courteous. This expectation extends to both on and off “the court”. Unacceptable or rude behavior, the use of foul language, or the lack of consideration for the property of others will not be tolerated.
  - iv. Misbehavior includes any conduct that would bring embarrassment to the team or school, as deemed by the chaperone, bus driver, or sponsor.
- 3. **Students will be suspended and/or removed from the team (administration’s discretion) for any of the following:**
  - a. Vandalism, shoplifting, or a matter of law offense
    - i. If vandalism or shoplifting occurs while on a school-sponsored trip, the student will face an immediate suspension. If a second offense should occur, the guilty party will be denied participation for the remainder of the school year in all activities. Stealing from a teammate will result in an automatic suspension for the season.
    - ii. Any student violating the law while on a school-sponsored trip will be reported to law enforcement. This includes offenses for shoplifting, vandalism, drugs, alcohol, etc.
  - b. Second offense of failure to show good citizenship/behavior
  - c. Second offense of truancy during the season.
  - d. Hazing
    - i. It is of utmost importance on all teams, but especially on those teams with underclassmen, that there be absolutely no hazing or initiation rites. This is demeaning to all involved and is a blatant form of discrimination. Hazing, bullying, assault, or intimidation of another student will not be tolerated and will be considered a violation of the District’s Activity Code. In addition to consequences established by the rules of the school, such actions will result in dismissal from the team, group, or class office for the remainder of the season, and possibly the following season. When appropriate, the school resource officer will be asked to review any reported incident and determine if further legal action is warranted.
  - e. Health code violations
    - i. Violation of the established Health Standards, while on a school trip, will result in dismissal. Should this occur, parents will be responsible for transportation home from the event.
    - ii. Use of, sale of, distribution of, possession of, or being under the influence of illicit drugs, controlled substances, alcohol, or tobacco in any form is not permitted.
      - 1. A coach or advisor may conduct a luggage and or room check at their discretion.
    - iii. **The consequence for failing to abide by these health standards is immediate dismissal from the team, group, or class office for the**

**remainder of the athletic season as defined by the WHSAA.** Any letter, honors, or postseason recognition will be denied. Additional consequences for this violation will be at the discretion of the Administration and may carry over to future activities. This may include suspension from or denial of participation in activities other than those in which the violation occurred. The coach/advisor and the Administration will define seasons for WHSAA-designated non-sports programs. Coaches and administrators reserve the right to NOT write a letter of recommendation for post-high school purposes based on a violation of this code. Suppose the violation occurs during the last culminating event of the school year. In that case, the student will be required to complete a buy-back program approved by the administration to regain good standing for the following year.

- iv. **If you are with a group that is breaking your training rules, you will be considered guilty.** Participants found in attendance who are using alcohol, tobacco, illegal drugs, or any other mind-altering substances will face **an immediate two-week suspension if they do not leave immediately or have the people who brought the substance leave immediately.**
- v. During the suspension period, the student must attend practice, but will not be able to compete in competitions. A second offense of this rule will result in an immediate suspension from activities until the end of the school year.
- f. Violation of hotel room expectations
  - i. No girls shall be allowed in boys' rooms, or boys in girls' rooms, for any activity. Violation of this will result in immediate dismissal from the team, group, or class office. Additional consequences for this violation will be at the discretion of the Administration and may carry over to future activities. This may include participation in activities other than those in which the violation occurred.
- g. Possession of inappropriate matter
  - i. Possession of inappropriate materials, in either electronic, graphic, or written form, while involved in a school activity setting, will be considered a violation of the District's Activity Code and will result in dismissal from the team, group, or class office for the remainder of the season. When appropriate, the school resource officer will be asked to review any reported incident and determine if further legal action is warranted.
  - ii. Luggage and room checks may occur at the discretion of the coach or advisor.
- h. There may be other rules, guidelines, or applicable constitutions determined by the respective club, group, or other competitive organization, and/or the advisors and the administration of the high school.
- i. Each coach or sponsor will make participants aware of any additional rules that apply to their sport or group, including the consequences of violating each rule.

Each Coach or Sponsor reserves the right to remove any student from their team or group at their discretion.

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## **Procedures**

### **Changing Sports Procedure**

1. A student's request to change activities will be reviewed by a committee to determine if the student will be allowed to make the move. The committee will consist of the Activities Director, both head sponsors involved, and a neutral third head sponsor. Each situation will be handled on a case-by-case basis.
2. Students may not join a second activity unless they leave the first or preceding activity in good standing. (Ex: A student removed from an activity for activity code violations may not join another activity in the same sports season.)

### **Discipline Appeal Procedure**

1. Before a complete dismissal or multiple-game suspension from an activity is instituted against a student, a hearing may be conducted at the request of the student. Attending the hearing will be the Head Coach or designee, the accused student, the parent(s), the Activities Director, and the Building Principal (if needed).
2. The charges against the student will be presented, as well as the rule(s) that the student is accused of violating.
3. The student will then be allowed to present their side of the situation.
4. The Activities Director and/or Principal will rule on the charges in a timely fashion. The parents, student, and coach will be informed of the ruling as soon as possible.
5. An appeal of the decision can be made to the Director of Secondary Education at the district office within 7 days.

### **Health Code Procedure**

1. The code begins with the first allowed day of practice as set by the WHSAA calendar.
  - a. If tested on the first day of practice, participants must have a negative test result.
2. Notice of Code of Conduct Violations
  - a. A violation of the Code of Conduct shall be reported to the Administration and the head coach or advisor of the sport/activity involved.
  - b. Disciplinary procedures will be followed.
3. Students and parents will also be informed of the drug testing policy in the student handbook and/or in the informational parent meetings.
4. The use or possession of tobacco, tobacco products, alcoholic beverages, or illegal drugs by an activity participant is prohibited. Any incidents may be reported to law enforcement.
5. The abuse of legal drugs for performance enhancement (i.e., steroids, inhalants, etc.) will be grounds for suspension from an activity and/or school.
6. An offense will be considered to have occurred if the administration has presented to them evidence that would cause a reasonable, prudent person to believe such an offense has occurred.

7. This code is effective for all athletics, clubs, or organizations and is to be considered the minimum standard. Each activity can require more stringent standards if prior written approval is obtained from the school administration.

### **Practice Session Procedures**

1. All practices are to be held on school days if at all possible (Saturday practices are permissible). Night practices should be completed by 6:15 pm, and Sunday practices are not allowed. If practices go past 6:00 pm, approval from administration is required.
2. All practices are to have a written practice plan. Practice plans are to be saved and available upon request.
3. Practices held on vacation days such as Thanksgiving, Christmas, and Spring Break shall be scheduled, considering the family commitments of the majority of the team members. Coaches must make the Activities Director and custodial staff aware of their practice schedule.
4. Any change in practice times should be cleared through the Activities Director.

### **Locker Room Procedures**

Safety shall be stressed in the locker room. The number one priority for locker room safety is supervision by the coach until all players are gone. Each program will have a system in place that addresses the following:

1. A locker room walkthrough by coaches at the beginning of each practice.
2. An after-practice walkthrough by coaches,
3. An expectation for a limited time is allowed in the locker room.
4. A process for students to report incidents.
5. A final walkthrough to ensure the locker room is empty, lock the doors, and turn out the lights.

### **Squad Selection Procedures**

Our philosophy of interscholastic activities is to create quality programs and to maximize the growth of those individuals who participate. Time, space, facilities, equipment, personal preference, and other factors will place limitations on the most effective squad size for any particular sport. However, when determining the most effective squad size, we will strive to maximize the opportunities for our students without diluting the quality of the program.

1. Choosing the members of the squads is the sole responsibility of the head coaches of those squads.
2. Before trying out, the coach shall provide the following information to all candidates for the team:
  - a. Extent/length of try-out period
  - b. Criteria used to select the team
  - c. Practice commitment if they make the team
  - d. Game commitments
3. Procedures
  - a. When a squad cut becomes necessary, the coach will discuss the situation and process with the Activities Director. The process will include the following important elements:
    - i. Each candidate shall:

1. Have competed in a minimum of three practices
2. Have performed in at least one inter-squad game
3. Be personally informed of the cut by the coach.
4. Squad cut lists should not be posted.
5. Coaches will discuss alternative possibilities for participation in the sport or involvement in other areas in the activities program.

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## **Student-Athlete Drug Testing Policy**

AMENDED: December 5, 2022 ADOPTED: May 13, 2010

Students wishing to participate in activities at Star Valley High School that the WHSAA sponsors shall indicate consent by completing and signing the mandatory drug test form. No student will be allowed to participate in any interscholastic program without the consent form on file in the Activities Director's Office.

### **Definitions**

Drug: Controlled substances as defined by Wyoming Code Section 37-2701, except those possessed and/or pursuant to a valid prescription.

Student-Athlete: Any student participating in interscholastic programs sponsored by the Wyoming High School Activities Association (WHSAA) and Star Valley High School, including cheerleaders, drill team, speech/debate, managers, stats, or video personnel, and all other programs listed under activities at SVHS.

Sport Season: Fall, winter, and spring seasons begin on the first day of practice allowed by the WHSAA and end when the final game is played in that season, including all District and State tournaments.

School Grounds and Extensions: "School Grounds" is defined as a school building or other school district premises; any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities; off-school property during any school sponsored or school approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.

Refusal to Submit to Drug Test: A participating student who refuses to submit to a drug test authorized under this policy, or fails to comply with any other provision of this policy, shall be ineligible to participate in any interscholastic programs sponsored by the Wyoming High School Activities Association (WHSAA) for a period of 365 days. Suppose a student is unable to produce a sample at any particular time. In that case, the student will be given up to one hour to provide the sample, but will remain under the direct supervision of the third-party administrator responsible for the collection of samples. If the sample cannot be produced within one hour, it will be considered a refusal. Students unable to produce a sample due to a medical condition may provide written documentation from a licensed medical practitioner.

Collection/Testing/Reporting: When possible, an independent testing agency will be responsible for collection, testing, administration, and reporting results.

### **Policy Statement**

Lincoln County School District #2 values student participation in extracurricular activities. Participation in extracurricular activities is a privilege. Activity participants act as representatives of the school district, its communities, and its ideals. The school district supports a drug testing program for students in grades 6 -12 who participate in WHSAA (Wyoming High School Activities Association) extracurricular activities/interscholastic programs.

Its purpose is threefold:

1. To provide for the health and safety of all participants.
2. To work as a tool of prevention and undermine the effects of peer pressure by providing a legitimate reason for participants to refuse the use of drugs.
3. To encourage students who use drugs to participate in an appropriate treatment program.

Participants in grades 6-12 will be subject to random testing for alcohol or any non-prescribed drugs and/or illegal drugs. In addition, a non-random selection may be made for participants in grades 6-12 where there is reasonable suspicion of alcohol or drug use. Participant samples will not be screened for the presence of any substance other than alcohol or any non-prescribed drugs and/or illegal drugs or for the existence of any physical condition other than drug intoxication. Students and parents will be required to consent to alcohol and drug testing each year before participating in school-sponsored activities. Students and parents will also be informed of the drug testing policy in the student handbook and/or in the informational parent meetings.

Lincoln County School District #2 employees can also be responsible for collection, testing, administration, and reporting results. The following collection protocols should be followed when school district employees are responsible for the collection, testing, and reporting of results:

#### **Room Preparation:**

1. Reduce the locations for items to be hidden
2. Remove the garbage can
3. Wipe down and ensure a clean bathroom before use
4. Lock cabinets
5. Remove all cleaning supplies
6. Dye in the sink and toilet prevents items from being dumped or flushed, and also prevents the sample from being diluted.

#### **Student Responsibilities:**

1. Remove all items from pockets, extra clothing such as jackets, coats, hats
2. Wash your hands before entering the bathroom
3. Write name on container, date, and time
4. Fill the container to a minimum of 30 ml
5. Do not flush, or wash hands in the designated bathroom
6. Bring the container out, put the lid on, add a safety seal in the presence of 2 employees, and initial the safety seal (all completed by the athlete)

7. Wash hands in a second location or return to the bathroom and wash hands after the container is sealed

#### Administrator/Employee Responsibilities:

1. Create a randomized list of student participants. Two employees should be present when the list is generated. Both employees should sign and date the final student list.
2. Keep a log of student and time
3. Confirm student identity
4. Wear gloves/change gloves after each container is touched
5. Add dye to the toilet before each athlete enters the bathroom
6. Observe students placing the lid on the container and the safety seal
7. Place the container in a location that is secure and under constant observation
8. Wait 5 minutes, pull tab, and make a reading-verify reading with the second employee present
9. Place the sample in a secure location
10. Contact parents to report the result
11. Get required signatures for parents requesting independent lab retesting
12. Label and ship collection

Policy Implications: Notification of a prescribed drug may be given to the third-party administrator or school district employee at the time of the test. In the event of a positive test, an opportunity will be given to provide proof of a doctor-prescribed prescription.

#### First Positive Test

Whenever a participant's test result indicates the presence of illegal drugs ("positive" test), the following will occur:

- The parent/guardian of the child will be notified.
- Upon parent/guardian request, the sample will be submitted to an independent lab for retesting at the parent/guardian expense.
- Following a non-challenged or confirmed positive test, the school will meet with the parent/guardian to determine an appropriate course of action which may include suspension for the remainder of the activity season.

#### Second Positive Test

When a participant produces a second positive test, the following will occur:

- The participant will be suspended for the remainder of the activity season.
- In order for the participant to be eligible for the next season in which they wish to participate, he/she must submit to weekly drug testing for six weeks at their expense and an appropriate treatment program with counseling, if applicable, at their own expense. Additionally, the participant will be required to take a mandatory drug test prior to participating in another activity.

#### Third Positive Test

A participant who tests positive a third time will be suspended from taking part in activities for the remainder of their eligibility.

#### Obstruction of Test

Any participant who willfully provides a false urine sample, otherwise tampers with a urine sample, or engages in any effort to obstruct or impair the accuracy of a drug test, shall likewise be prohibited from or suspended from participation in activities for 365 days.

### **Limited Access to Results**

The third-party administrator is authorized to report results only to the superintendent or to such person as the superintendent may designate.

### **Appeal Process**

A student participant who the principal or superintendent has determined to violate this policy may have the right to appeal the decision. Such a request for review must be submitted to the superintendent in writing within five (5) calendar days of notice of the positive test. The student will remain ineligible to participate until the review is complete, not to exceed 21 days. Any necessary interpretation or application of this policy shall be in the sole judgment and discretion of the superintendent and is non-appealable.

### **Non-Punitive Nature of Policy**

No participant shall be penalized academically for testing positive for illegal drugs or a controlled substance. The results of drug tests according to this policy will not be documented in any participant's academic records. Information regarding the results of drug tests will not be disclosed to any criminal or juvenile authority unless requested by a valid and binding subpoena or other legal process, which the district will not solicit. In the event of service of any such subpoena or other legal process, the participant and their custodial parent/guardian will be notified at least 72 hours before the district makes a response.

### **Voluntary Testing Program**

To assist in the ultimate goal of drug-free schools and drug-free students, the district may provide drug testing to any participant whose parent/guardian requests testing be done. The nature of the testing is a routine sample with immediate, on-site results. The testing is provided at no cost to the parent/guardian and is confidential in nature, with only the parent/guardian, participant, and tester knowing the results. There are no legal or criminal actions taken, and no discipline from the district will result from the testing. There will be no records kept. This service is offered solely for the information of the parent/guardian, and the outcomes of the results and information that the service provides are ultimately a parent/guardian decision.

### **Voluntary Admission of Drug Use by a Student**

A student may voluntarily admit to the use of illegal drugs.

- The voluntary admission must be made within 72 hours of the infraction
- Admission must be given to the coach, activities director, or principal
- Must be the participant's first offense to result in a possible reduction of consequences
- An appropriate course of action will be decided upon in consultation with the coach, Activities Director, Principal, and Superintendent

### **Student Confidentiality**

All records pertaining to participants' drug testing will be kept in a locked filing cabinet separate from the student records. Records will only be accessible to the principal, activities director,

superintendent, or their designee. Records pertaining to a particular student will be destroyed upon their graduation or one year after they have exited LCSD#2.

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## **Student Health and Safety**

### **Medical Emergencies and Injuries Procedures**

Injuries to students will occur in interscholastic athletics at all levels, regardless of the amount of precautions taken.

#### **1. Injuries**

- a. Remove from practice or competition. The coach must be prepared to recognize and properly administer first aid or refer injuries to the appropriate medical personnel. Call 911 if it is a life-threatening injury or illness.
- b. Request assistance from the Athletic Trainer. No member of the coaching staff should overstep their bounds and attempt to diagnose or treat an injury.
- c. Notify guardian of all noticeable injuries, illnesses, infections, etc
- d. Follow the Athletic Trainer's or medical professional's timeline and treatment for return to play.
- e. Secure a medical release note from a medical professional before returning to practice if treatment beyond the athletic trainer was sought.

#### **2. Emergency Procedures**

- a. Check for consciousness and vital signs (breathing, bleeding, and pulse); look for abnormally displaced or misshapen body parts. If a student is unconscious, assume the injured student may have a spinal injury.
- b. Take appropriate steps to control excessive bleeding.
- c. The movement of the injured student should be kept to a minimum.
- d. Keep the injured student as warm and comfortable as possible, except in heat-related illnesses.
- e. When there is any question as to the extent, seriousness, or nature of the injury by the coach, seek professional medical help immediately.
- f. Notify the parents of the injured athlete immediately. Make every attempt to contact the parent before using the Emergency Medical Release Form.
- g. The Emergency Response Plan phone number is 911.
- h. The student's home and parents' work phone numbers, other contact persons, preferred physician, and preferred hospital are listed on the "Emergency Release Form" that is accessible in Infinite Campus.
- i. If the parents are not available, a member of the coaching staff will accompany the athlete to seek the necessary medical attention. The coach or trainer will access the Emergency Form on Infinite Campus and present it to the treatment facility. The coach should continue to try to contact the parents and remain with the injured student.

#### **3. Coaches and Advisors are to have:**

- a. Medical forms are readily available for emergencies, and you must know how to access all forms stored in Infinite Campus.
- b. A complete first aid kit, in sanitary condition, at every practice and contest.

### **Accident/Injury Reporting**

1. The coach or Athletic Trainer will complete the “Athletic Injury Report” form following all athletic injuries or accidents that involve any student under their control during a practice, contest, or while traveling to or from a contest.
2. The form shall be turned into the Activities Director’s office on the next day school is in session following the injury.
3. A copy of the report shall be on file and made available to the parents upon request.
4. Coaches should follow up on all injuries by attempting to contact the parents personally.
5. The Athletic Trainer will send a weekly email with injury/recovery information.

### **Return to Participation**

1. Students who miss practice due to medical concerns or treatment of an injury must be cleared by the Athletic Trainer or a medical professional before returning. A signed statement allowing their return must be on file before they return to practice or competition.
2. Injury rehabilitation and return to athletic participation will be under the direction of the Athletic Trainer under the established policies and procedures of LCSD #2.

### **Athletic Training Room**

1. The athletic training room will be the responsibility of the Certified Athletic Trainer.
2. The Certified Athletic Trainer and the Administration will establish rules and regulations for the use of the athletic training room.
  - a. Student use of the athletic training room will be under the supervision of the Athletic Trainer, coach, or administration.
  - b. Certified Athletic Trainer or Activities Director will be notified of any equipment that is removed from the athletic training room for home use by coach or student.

### **Concussion Policy**

Lincoln County School District #2 seeks to provide a safe return to activity for all students following any injury, but particularly after a concussion. To effectively and consistently manage these injuries, procedures have been developed to aid in ensuring that concussed athletes are identified, treated, and referred appropriately, receive appropriate follow-up medical care, and are fully recovered before returning to activity.

Lincoln County School District #2 coaches shall be required to complete a Wyoming High School Activities Association-approved course in which procedures for managing sports-related concussions are discussed. This will be in addition to the care and prevention of athletic injury training required by the Wyoming Professional Teaching Standards Board.

When a Lincoln County School District #2 athletic coach suspects a student under their care has sustained a concussion, the following procedures will be followed:

1. The student will be immediately removed from play.
2. The student’s parent/guardian shall be informed about the possible concussion and the procedures that will be followed.

3. The student will not be allowed to return to play on the day of the injury and until an appropriate health care professional says they are symptom-free and releases the student in writing to return to the activity.
4. If the student is diagnosed with a concussion, they then must follow a return-to-play protocol and take a post-injury computerized neurocognitive test (SWAY) and have the results shared with the parents.

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## **Channels of Communication**

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each role, we are better able to accept the actions of the other and able to provide greater benefit to students. When a student becomes involved in the activities program at Star Valley, parents/guardians have a right to understand what expectations are placed on their student. This begins with clear communication from the Head Coach or Advisor.

### **Parent Meeting**

The Activities Director will hold a parent meeting during the first week of practice with all sports in the season. All parents/guardians are encouraged to be in attendance. The meeting will allow parents/guardians to meet the coaching staff, ask questions, and receive all information pertinent to the season.

### **Communication Tools**

The Head Coach will communicate regularly with parents/guardians and students in person or via email, communication apps, or phone. The Head Coach will provide a contact number for parents/guardians and student-athletes to use in the case of an emergency only.

### **Concerns or Issues**

*Step 1:* One of the most significant opportunities for students is learning skills for effective conflict resolution. When there is a concern, students are encouraged to speak with the Head Coach directly. It can be very satisfying for all parties involved when students and the Head Coach can find mutually agreeable solutions for an issue that they are eager to resolve.

*Step 2:* If the Head Coach and student are unable to resolve the issue together, then parents/guardians may contact the Head Coach. If the parent/guardian has a concern to discuss with the Head Coach, the parent should contact the Head Coach at an appropriate time. A parent/guardian with concerns should wait at least 24 hours after a contest or practice before contacting the Head Coach. Under no circumstances should the parent/guardian approach the Head Coach, Assistant Coach, or another parent/guardian in an intimidating manner or immediately before, during, or after a practice or contest. Taking this time to reflect on the situation, as well as honest and respectful communication, should allow for more effective dialogue, ensuring a more successful outcome for all parties.

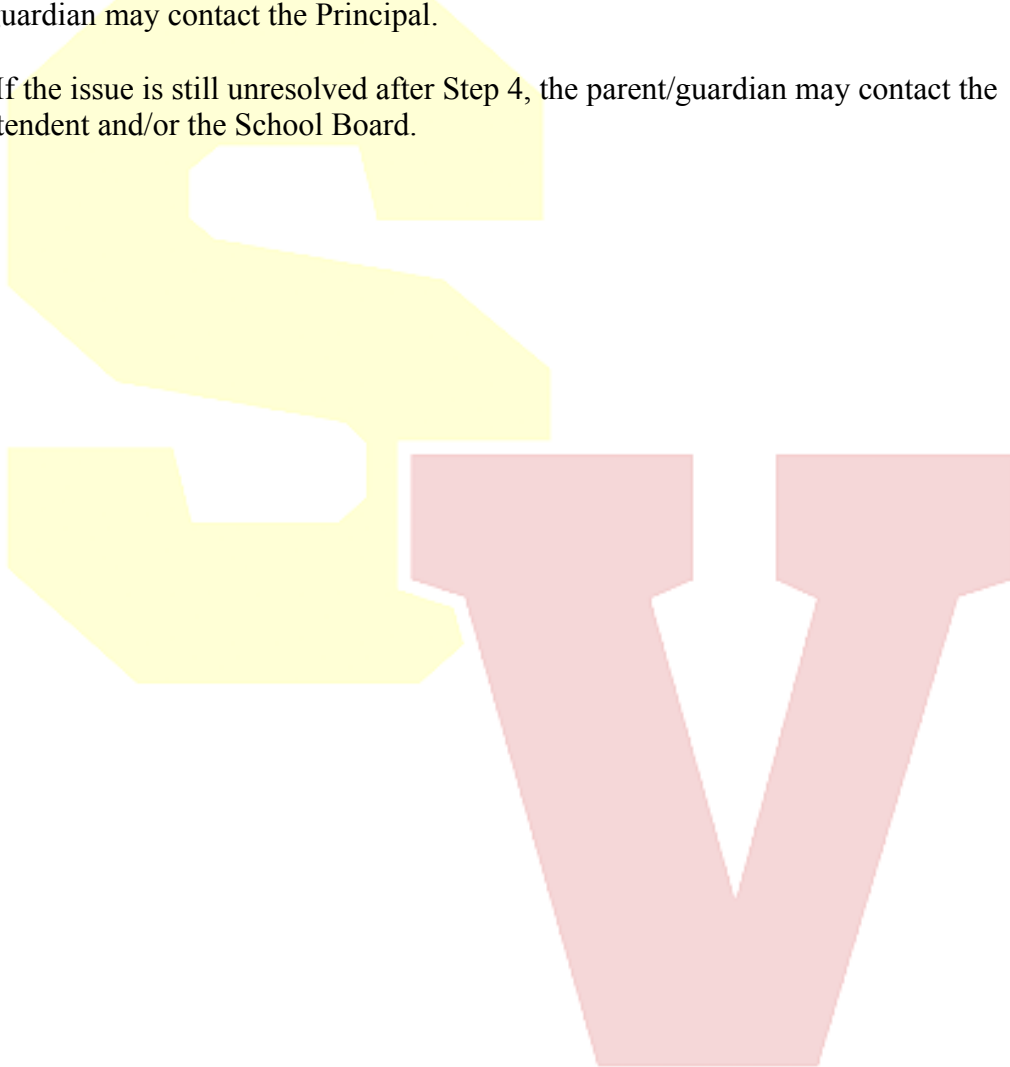
It is not appropriate for a parent to request feedback from the Head Coach about team strategy, play calling, or information about other students. It is appropriate for a parent to contact the Head

Coach with concerns about the behavior and attitude of their student, their skill development, and for advice.

*Step 3:* If the discussion with the Head Coach does not resolve the issue, parents/guardians and the Head Coach may contact the Activities Director to discuss the situation. The Activities Director will act as a mediator between the two parties in an effort to seek a solution that is mutually agreed upon by both parties.

*Step 4:* If the Activities Director is unable to provide a satisfactory resolution, the parent/guardian may contact the Principal.

*Step 5:* If the issue is still unresolved after Step 4, the parent/guardian may contact the Superintendent and/or the School Board.



## Star Valley Activities Chain of Command

