

# Dubois K-12 School



## Activities & Athletics Handbook

For Students & Parents  
**2025 - 2026**

Dubois K-12 School  
700 N. First St  
Dubois, Wyoming 82513  
[www.fremont2.org](http://www.fremont2.org)

# **DUBOIS K-12 STUDENT/PARENT ACTIVITIES HANDBOOK**

## **TABLE OF CONTENTS**

<b>TABLE OF CONTENTS</b>	<b>1</b>
<b>INTRODUCTION</b>	<b>2</b>
<b>DUBOIS ACTIVITIES MISSION, MASCOT, SCHOOL COLORS</b>	<b>3</b>
<b>DUBOIS ACTIVITIES PHILOSOPHY</b>	<b>4</b>
<b>DUBOIS MIDDLE SCHOOL PHILOSOPHY</b>	<b>5</b>
<b>DUBOIS HIGH SCHOOL PHILOSOPHY</b>	<b>6</b>
<b>MISSION STATEMENT</b>	<b>7</b>
<b>COACHES/SPONSORS EXPECTATIONS &amp; RESPONSIBILITIES</b>	<b>7-9</b>
<b>ROLE OF THE PARENT</b>	<b>10-11</b>
<b>THE RESPONSIBILITIES/ROLE OF STUDENTS</b>	<b>12</b>
<b>STUDENT ACTIVITIES PARTICIPATION POLICY</b>	<b>13</b>
<b>EXTRACURRICULAR ACTIVITIES</b>	<b>13</b>
<b>STUDENT DISCIPLINE</b>	<b>14</b>
<b>STUDENT ACADEMIC ELIGIBILITY POLICY</b>	<b>14-15</b>
<b>STUDENT DRESS CODE FOR ACTIVITIES</b>	<b>15</b>
<b>COMMUNICATION</b>	<b>16</b>
<b>DISCIPLINE/INJURY PROTOCOL</b>	<b>16-17</b>
<b>INJURY PROTOCOL</b>	<b>17</b>
<b>STUDENT ACCIDENT INSURANCE</b>	<b>17-18</b>
<b>MEALS, LODGING, TRAVEL</b>	<b>18</b>
<b>PARENT/GUARDIAN CONSENT FOR MEDICAL TREATMENT FORM</b>	<b>19</b>
<b>W.H.S.A.A. POINTS OF EMPHASIS</b>	<b>20</b>
<b>PARENT CONCUSSION GUIDE AND PROCEDURES</b>	<b>21</b>
<b>ATHLETE CONCUSSION GUIDE AND PROCEDURES</b>	<b>23-24</b>
<b>RETURN TO PLAY FORM</b>	<b>25</b>
<b>ACKNOWLEDGEMENT FORM</b>	<b>26</b>

# Introduction

This handbook is intended to provide activity participants and parents with specific procedures that will help maintain high standards and consistency in Dubois schools' activities program. Please read this handbook with care as you will be asked to sign an acknowledgement stating that you have read and understand all the contents of this book.

The activity program is an integral part of the total educational system in Dubois. Studies indicate that students who are involved in school activities have higher academic achievement. With this in mind, we strive to develop a positive activities program and encourage our students to become involved in school activities.

The procedures in this handbook are the guide for the administration of activities in Fremont County School District #2. It is subject to annual review and activity sponsors and coaching staff work with the activities director to make suggestions for changes. Only the School Board may establish official policies. Official policies are located in the [school district's policy manual](#).

For the purpose of interpreting the rules and guidelines stated in this handbook, an activity is defined as an event that requires the following of students: academic or athletic preparation and/or the role of class or school representative above social involvement.

## Activities Offered

<b>Volleyball</b>	<b>Boys' Track</b>
<b>Football</b>	<b>Girls' Track</b>
<b>Boys' Basketball</b>	<b>Drama</b>
<b>Girls' Basketball</b>	<b>Robotics</b>
<b>Wrestling</b>	<b>Student Council</b>
<b>Music</b>	<b>Trap Shooting</b>

## School Mascot – “Ram”



**Symbolic of our area's bighorn sheep, which are known for their strength, agility and endurance.**

### School Colors:

**Blue for loyalty and Gold for honor**

## Mission

Fremont County School District #2 considers activities and athletics to be an important part of the educational process and encourages all students to participate. The mission of Dubois K-12 School Activities is to accomplish the following:

- Provide extracurricular opportunities where students can develop leadership, self-discipline, self-motivation, excellence, and the ideals of cooperation and good sportsmanship.
- Provide a varied program of student athletics activities that includes opportunities for differing student interests and abilities.
- Provide opportunities for students to become socially competent and operate under a set of rules, thus gaining a respect for the rights and dignity of others.

## **Dubois Activities & Activities Philosophy**

Fremont County School District #2 believes that a comprehensive and balanced activities program is an essential complement to the basic program of instruction. The activities program will provide opportunities for you to further develop interests and talents in sports, debate/speech, dance, drama, journalism, music, student government and academic-related areas. Participation in these activities will provide many students with a lifetime basis for personal values, for work and leisure activities.

The activities program will be available to all students who demonstrate an interest in participating, regardless of their individual abilities. Accordingly, appropriate skill levels will be established within activities, when feasible, so that students may participate as fully as possible regardless of ability levels.

Every effort will be made to support the activities program with the best facilities, equipment and with the most qualified staff available. Insofar as possible, knowledge and skills gained in classes will be applied and further developed through participation in the activity's programs. Coaches, directors and sponsors will also teach the specific skills necessary for improvement in activities and provide guidance in the development of self-realization, good sportsmanship, cooperation, leadership, ethical behavior, artistic sensitivity and an appreciation for the importance of practice.

All athletics sanctioned by the Wyoming High School Activities Association ([WHSAA](#)) fall under the supervision and budget of the Activities Director. Activities include both WHSAA sanctioned events and internal school clubs. The budget and supervision of all co-curricular activities and clubs are the responsibility of the Principal including but not limited to Drama, Student Council, Art, Music, Travel Club, Expedition: Yellowstone and Teton Science School. Non-athletic sponsors are under the same expectations as those of an athletic coach.



# Dubois Middle School Coaching Philosophy

## WE BELIEVE...

....there are certain distinctive characteristics that make up the middle school athlete and therefore have developed this philosophy in hopes that we will foster self-esteem, provide opportunities for success and help them recognize individual differences while participating in a competitive atmosphere.

....all regular middle school athletic events will be scheduled outside of the normal school day. This includes both home events and departure times for away events. The only exception to this rule will be culminating events.

.... at the “A” team level, while we believe athletes need experience to grow, the guiding philosophy at this level is to develop students for the high school competition. Middle school “A” team follows high school coaching protocols. Coaches are responsible for balancing the developments of a competitive mindset while also growing a sense of sportsmanship, integrity, and team camaraderie that will help them be successful for high school.

....at the “B” team level we believe the guiding philosophy is to help athletes become familiar with the sport while also learning the skills that help them as they grow and develop for the next level. Because students at this level have various athletic abilities and needs, coaches focus on balancing playing time with developing skill sets. Playing time is provided for every athlete, but it might not be equal. Coaches are responsible for gauging athletes talent and maturity level and making appropriate decisions based on that information.

....each person on the team has a role to play, whether it is playing time, practice time or cheering the team on with their efforts. Helping students understand the different roles and positions is part of the coach’s job in middle school.



## **Dubois High School Coaching Philosophy**

## WE BELIEVE...

- At the high school level, a key focus is on building a winning program while also teaching life skills, fostering character and integrity, and promoting school spirit, enthusiasm, and community engagement.
- Maintaining a safe and positive atmosphere is essential for all athletes participating at the high school level, ensuring that every student feels supported and valued.
- Academics play a crucial role in shaping student-athletes into leaders both within our school and in the wider community, emphasizing the importance of balancing sports and education.
- Every athlete has an important role to play on the team, regardless of the amount of playing time they receive. Each member contributes to the team's success and growth, reinforcing the idea that teamwork and collaboration are vital.
- Coaches have a responsibility to evaluate individual strengths and weaknesses, tailoring training programs to meet the unique needs of each athlete. This personalized approach not only enhances performance but also builds confidence and resilience. Furthermore, understanding the mental aspects of an athlete's capabilities is essential for developing strategies to handle pressure, maintain focus, and cultivate a positive mindset.



## **Mission Statement**

Our mission is to provide students an environment in which they will be challenged to develop their full potential as athletes, as students, and as contributing members of our society. We will create that environment, by teaching self-discipline, dedication, respect, teamwork, sportsmanship, citizenship, goal setting, and the value of hard work. We will coach using methods that will instill in each student, self-esteem, self-confidence, and pride in our teams, our school, and our community.

Remember: Every team can be a champion in many ways besides the “win-loss” column. Every participant is a vital cog in playing the game to the best of his/her ability. It is up to each individual, no matter what small part he or she may play, to give his or her best for the team. The first test of a truly great person is to think more of others than of one’s self. This practice carried throughout the activity program of the secondary school will lead to what is known as team unity. Attitudes, therefore, become a very important factor in developing the “oneness” that all desire.

## **Coaches/Sponsors Expectations & Responsibilities**

Coaches and sponsors bear the responsibility of ensuring the safety and supervision of all participants and athletes at all times during an event. All student activities must be meticulously planned and adhere to the protocols outlined in the Dubois K-12 Handbook concerning transportation, purchasing, and other relevant matters. Furthermore, it is imperative that all coaches and sponsors conduct themselves in a professional manner that aligns with the vision and mission of our school.

### **1. Rapport**

A coach/sponsor must be able to develop good rapport with numerous individuals and community groups. This includes but is not limited to the following: team personnel, the student body, the professional staff (faculty, administration, maintenance, etc.), the community as a whole, spectators, officials, fellow coaches/sponsors in the conference, media representatives and the parents of his/her program. Good rapport and demonstrated competency are invaluable for the coach/sponsor.

### **2. Cooperation**

The district expects the highest-level cooperation by all coaches/sponsors and staff members in the execution of their duties. Coaches/sponsors must work cooperatively with their school activities director, administration, other staff, team, and parents. Coaches/sponsors should work with students to help improve grades and maintain eligibility; Coaches/sponsors are not to directly approach teachers regarding student performance or grades; however, they may work with teachers to help support eligibility including allowing students to work with teachers after school (with permission), encouraging students to create study groups, and or offering help when acceptable.

### **3. Leadership and Public Relations**

Diligence, enthusiasm, integrity, and honesty are all part of the professional pride that should be exhibited by a coach/sponsor. Personal appearance, dress, physical condition - all should be exemplary. Public demeanor and decorum should always reflect positively on the school, school district and activities department. Coaches/sponsors have high level visibility throughout the

community and impact on the home, the workplace and at the meetings of many civic organizations. Actions and public communication should always reflect confidence and respect for Fremont County School District #2, its Board of Trustees, staff and administration.

#### **4. Discipline**

Every Dubois K-12 athletic team/club requires a high level of discipline among coaches/sponsors, players and support staff. In this regard, the implementation of discipline and the attitude with which it's implemented is the coach's/sponsor's responsibility. Individually the coach/sponsor becomes a model of all the program represents - observation of school codes, training rules, rules of the game/club, ideals of good sportsmanship, behavior of participants throughout the season/activity, especially where the student body is concerned. Staff, players/participants, and spectators should be motivated to achieve established goals as a team and as individual players.

#### **5. Improvement**

All coaches/sponsors must constantly take advantage of opportunities presented for self-improvement. Regular attendance at district meetings, rules clinics, special workshops and training opportunities in specific fields is imperative, membership should be maintained in professional organizations, coach's associations, and similar groups whose programs are geared toward greater achievement and improved performance. Keeping abreast of current literature in professional journals, newspapers and magazines, and utilizing enrichment material available in other media forms is also expected.

#### **6. Coaching techniques**

- Use sound and developmentally acceptable coaching/teaching practices.
- Run well organized practices/rehearsals.
- Complete preseason planning well in advance of the starting date.
- Adhere to a highly efficient and technically sound program of injury prevention. When injuries occur, follow a prescribed routine *and maintain good communication with the patient, school nurse, AD, and parents.*
- Develop a sound system of equipment accountability, including attendance, seasonal inventory, repair, reconditioning and replacement.
- All purchasing should be accomplished through the allocated budget and coordinated with the athletic director.
- All athletes/participants must be supervised at all times by coach/sponsor.

#### **7. Communication & Record Keeping**

- Keep assistant coaches, student managers and statisticians well informed as to what is expected. Cooperate fully with maintenance staff, transportation people and others similarly involved in the overall program.
- *Coaches are responsible for regular attendance at practice and games.* Head coaches determine the manner in which attendance will be taken (electronic or written). Records must be able to be produced for AD or Principal request.
- Communication with athletes/participants should utilize district-approved communication mechanisms (Remind, Parent Square). Coaches and sponsors should not provide athletes/participants with personal phone numbers (PTSB Code of Conduct; Technology )

## **8. Medication & First Aid**

- Medication is only to be administered by head coaches who have been trained and certified by the school nurse. Students are not to have medication at events/activities without proper documentation on file.
- Head coaches/sponsors are responsible for ensuring that students who use daily medication (i.e. inhalers) have medical documentation on file with the school nurse. The school will work with coaches and AD to help with notification and protocol.
- In the event that a coach or assistant coach must administer any type of first aid due to an injury (taping of ankles, ice pack, bandages), documentation and notification to parents must occur. Beware of WHSAA Concussion protocols (required course). AD will ensure that a training link is sent out to all coaches and a record will be kept on file.
- Permission to treat forms must be taken with all coaches/sponsors to any event requiring student travel.

## **9. Maintenance of Physical Spaces**

Each coach/sponsor is responsible for the following:

- Keeping practice areas and locker rooms in order and free of garbage (check regularly for safety)
- Storing equipment and using equipment properly – report any damaged or unsafe equipment to facilities managers as soon as possible to ensure a safe space for athletes/participants.
- Keeping storage areas locked and private student information confidential.
- Ensure all doors are locked and doors are not propped open during events or practice.
- Establish protocols and procedures for how athletes/participants are to utilize spaces early and often as to help ensure safety and routine.

# The Role of Parents in Activities & Athletics

A successful experience for the athlete involves the communication triangle between the parent, athlete/participant, and coach/sponsors. Parents must be aware that there is a delicate line between support/encouragement and interference. Everyone in the process, coaches and parents alike, must always remember that kids' needs come first.

## 1. Share Expectations

Many athletes/participants relate their feelings that their parents do not understand their roles and most parents always feel that their child's role is larger than the athlete knows it to be. This situation often turns into frustration and second-guessing, and frequently puts the athlete in the middle between coach and parent. This is a position where the athlete can only lose.

Parents, ask your-self the following questions:

- Do you want them to play/participate? If so, why?
- What will be a successful season/event for you as a parent?
- What are your goals for them?
- What do you hope they gain from the experience?
- What do you think their role will be on this team or in this club?

Then ask your child the following questions and just listen without talking.

- Why are you participating?
- What does success look like to you?
- What goals do you have?
- What do you think your role will be on the team or in the activity?

Once the parents have heard the answers and responses, if both sets of the expectations are the same, great. If the answers are different then the parents need to change or reevaluate their attitudes and accept it from their child's perspective.

## 2. Communication

If a parent feels the need to talk to the coach/sponsors about a problem, an appropriate time and place will be selected by the coach (with AD and/or administrator as needed). **Conversations involving concerns will not occur at the event**, but will occur in a timely fashion as to preserve relationships and trust

**Appropriate concerns to discuss with a child's coach are:**

- mental and physical treatment of your child
- ways to help your child improve
- concerns about your child's behavior

**Inappropriate areas of concern that parents should not discuss with their child's coaches include:**

- playing time
- team strategy or play calling
- other team members

### 3. Role Modeling & Sportsmanship

One of the most significant contributions a parent can make during an event is to model appropriate behavior for their child and other young athletes/participants. The way parents conduct themselves in various situations can have a profound impact on children's understanding of sportsmanship and the values of teamwork and respect.

**Poise:** Maintaining composure during games/events, regardless of the outcome, sets a powerful example for young athletes. Parents should strive to express their emotions in a controlled manner, demonstrating that winning or losing is part of the experience. This calmness encourages children to handle their own emotions in similar situations.

**Confidence:** Showing confidence in the team and decisions made by coaches/sponsors fosters a positive environment. Parents who cheer for their children and their teammates, regardless of the score, help instill a sense of self-assurance in young athletes. This reinforcement can significantly influence their performance and enjoyment of the game.

**Sportsmanship/Community:** Perhaps the most critical behavior to model is sportsmanship or a sense of community for the students involved. Parents should demonstrate respect for all those involved in the activity (i.e. officials, opponents, and teammates). Activities and Athletics allow students to develop resilience and empathy, and parents play an important part in communicating those values.

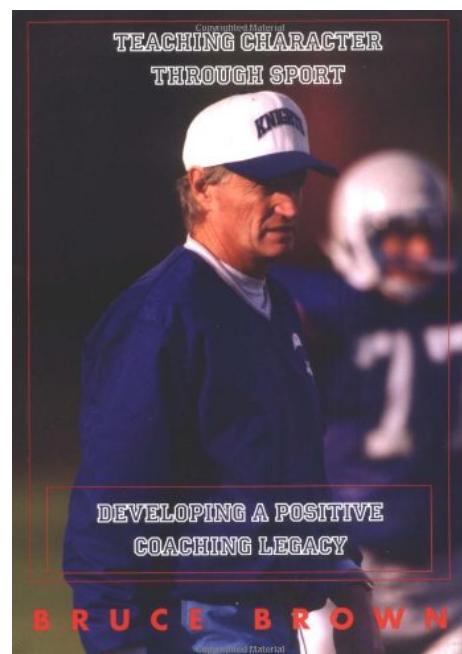
By embodying poise, confidence, and sportsmanship, parents can significantly enhance their child's experience in sports/activities, fostering a culture of positivity and respect throughout our community.

### 4. The Impact of Post-Game/Activity Interactions on Athletes

Unfortunately, some athletes/participants have reported that discussions with their parents following a game can lead to a sense that their worth as individuals is somehow linked to their playing time or the outcomes of events and competitions. It is advisable for parents to be aware of these interactions.

Sports/activities offer children valuable opportunities to learn teamwork, take calculated risks in a public setting, set and achieve goals, and develop positive work habits. Taking the time to help your child to cope with both success and failure with dignity and understanding can help them to perform successfully and translate skills outside of the event.

Information gathered from Bruce Brown's Video "The role of parents in athletics" and his book "Teaching Character Through Sports".



# Role/Responsibilities of the Student

**Responsibilities to yourself:** The most important of these responsibilities is to broaden and develop strength of character. You owe it to yourself to derive the greatest benefit from your high school experiences. Your academic studies, your participation in other extracurricular activities as well as in sports, prepare you for your life as an adult.

**Responsibilities to Your School:** Another responsibility you assume as a team member is to your school. Dubois K-12 cannot attain its position as having an outstanding school unless you do your best in the activity in which you engage. By participating in athletics to the maximum of your ability, you are contributing to the reputation of our school.

You assume a leadership role when you are on an athletic team. The student body and citizens of the community know you. You are on stage with the spotlight on you. The student body, the community and other communities judge our school by your conduct and attitude, both on and off the field. Because of this leadership role, you can contribute significantly to school spirit and community pride. Make Dubois K-12 proud of you, and your community proud of our school, by your consistent demonstration of these ideals.

**Responsibility to Others:** As a team member you also bear a heavy responsibility to your home. When you know in your heart that you have lived up to all of the training rules, that you have practiced to the best of your ability every day, and that you have played the game “all out,” you can keep our self-respect and your family can be justly proud of you. The younger students at Dubois K-12 are watching you. They will copy you in many ways. Do not do anything to let them down. Set good examples for them.

## Commitments:

- To work with others – as a member of a team you must develop self-discipline, respect for authority, and the spirit of hard work and sacrifice. The team and its objectives must be placed higher than personal desires.
- To be successful – Life in general is very competitive. We do not always win, but we succeed when we continually strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. Develop a desire to excel.
- To develop sportsmanship – To accept any defeat like a true sportsman, knowing we have done our best, we must learn to treat others as we would have others treat us. We need to develop desirable social traits, including emotional control, honesty, cooperation and dependability.
- To improve – Continual improvement is an essential component of good citizenship. As an athlete, you must establish a goal and you must constantly try to achieve that goal. Then improve in the skills and knowledge required and those personal traits that enhance the success of a team.
- To practice and prepare- Champions prepare every day in practices. Use the practice to develop the skill necessary for success. Failure to practice fully to the best of your abilities will almost certainly impact playing time.

## Student Activities Participation Policy

- An athlete must have a **physical examination** prior to the first practice, but not before May 1st of this year.
- An athlete must have **9 DAYS** of practice prior to their first contest. The 9th day may not be on the day of their first contest.
- **A one-time annual student activity fee of \$15 will be required for participation** in any athletic extracurricular activity. Fees are due during the first week of participation. Failure to pay fees will result in lack of any activity participation opportunity.
- **Students are expected to attend all practice sessions and events when participating in school activities.** It is the student's responsibility to inform sponsors and coaches of anticipated absence. Exceptions would be in the case of illness or family emergency; all absences should be pre-arranged with coaches/sponsors and the office. Coaches/Sponsors may further delineate requirements for participation.
- A participant **must attend school (all day) the day of practice or competition** to be eligible to participate. Absences due to emergencies or professional appointments will be accepted.
- Students who are absent from school on the day prior to a competition may not be able to participate in that event. The principal and activity sponsor will determine participation based on whether or not the school absence was prearranged and/or excused absence was approved by the administration.
- Disciplinary action may affect a student's participation in sports or activities. Students who are assigned OSS or those awaiting potential expulsion will not be eligible to participate in certain circumstances.
- Students who engage in illegal activities such as drugs, alcohol, and tobacco or who engage in any other illegal activity will lose their right to represent the school in any extracurricular activity: i.e.: student council, sports or field trip opportunities for a period of time to be determined by the principal.
- Students who have been excused from physical activity as a result of injury, surgery or other medical condition will be required to have a physician's consent to participate in activities or other school events that require physical participation. Forms are available from the school nurse.
- To be eligible for activity awards, students must successfully complete the current season for that sport.
- Students must ride with the team on the bus. We believe that we win as a team and lose as a team, and developing and maintaining team unity is an important part of the experience. If the need arises for parents to take their children after events, a release form must be signed and dated by the parent. Parents may sign their students out at the event with the coach. If the student is not being released to a parent, a written note from the parent must be given to and approved by the Principal 24 hours prior to leaving for the event.

## Extra-Curricular and Co-Curricular Activities

- Volleyball, Basketball, Wrestling and Track **may** be available for students in grades 5-12. Football is available to students in 6th-12th grade.
- Drama/Play performances and Speech/Debate may be available to High School students, as well as elementary and middle school depending on the event.
- Students enrolled in music may participate in Music Clinic and Music Festival.
- Other contests may be offered based on academic competition.
- Student Council participation is by election. MS/HS officers are elected by the entire student body for a term of one school year using the democratic process.

*For eligibility, please refer to the Academic Eligibility section of this handbook.*

## Student Discipline

You are expected to follow school rules during all school activities. The student discipline portions of this handbook are in effect during all school activities. If you violate a school rule in which short term suspension or expulsion are minimum consequences, the following consequences may apply:

- **First Offense: Three (3) weeks.** Suspensions will begin the day of official confirmation of the offense and end three weeks from that date. Practice is mandatory unless you are suspended from school.
- **Second Offense: Five (5) weeks.** Suspensions will begin the day of official confirmation of the offense and end five weeks from that date. Practice is mandatory unless you are suspended from school.
- **Third Offense: Eight (8) weeks.** In most cases, this will be the majority of the activity season and at this point, participation may not be allowed by the sponsor of the affected season. A suspension for substance abuse may be reduced to the second offense if you enter and stay in a behavior assistance or drug and alcohol rehab program at your or your family's expense for the length of time recommended by the program. Suspensions will begin the day of official confirmation of the offense and end eight weeks from that date.
- For any violations after the third offense, the minimum suspension will be that for a third offense..

**Major violations will result in the student being excluded from consideration for all post season awards and honors (all conference, all state, all-star teams and lettering).**

Violations of common rules will result in the activity sponsor disciplining the offending student. The activity sponsor, just like the classroom teacher, is always the first change agent for inappropriate behavior. The activity sponsor may bring the offense to the principal to enforce the consequence as a means of changing the inappropriate behavior or may impose a consequence befitting the offense.

## GRADES

### Academic Eligibility and Student Activities

Dubois Middle/High School believes participation in student activities is a privilege, not a right. Students must be passing their classes to participate in *any* WHSAA sanctioned event.

- Eligibility will initially be determined at the beginning of a semester.
- You must have been enrolled in the immediate preceding semester.
- You must meet WHSAA requirements for the previous semester (passing 5 classes).

Eligibility during the season:

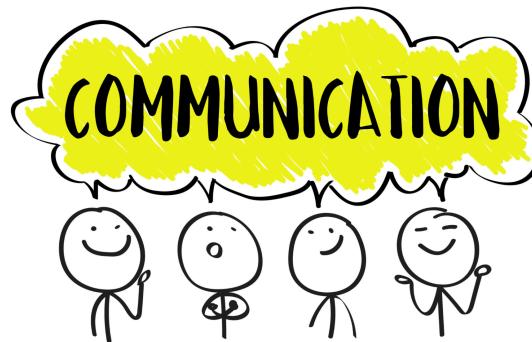
- You must pass all classes. Fs are not passing.
- You will be given one week of probation to bring up failing grades.
- Weekly eligibility reports (The D & F Lists) will be distributed on Monday by the School Counselor to the head activity sponsors/coaches listing the students' status for the current week.
- The principal, counselor and/or activity sponsor may communicate with the student prior to Monday in an effort to be proactive and help the student avoid being on the "D/F" list.
- Probation status starts at the beginning of each season.
- 1st week with an F: Student will be placed on probation and may be provided opportunities to go in before or after school to complete make-up work or get other help to improve their grade. The student may still practice and participate/compete in the activity; however, lost practice time may affect contest playing time.
- 2nd week with an F: Student will meet with the teacher(s) until the "F" grade is rectified. He or she may practice and participate in the activity that week. However, at this point a student is considered ineligible until no longer having an F in that subject when eligibility checks are performed the following week.
- If participating in an activity with a D or an F, a student will be encouraged to take every opportunity to work on improving grades.
- If you begin practicing for a sport that occurs during the winter or spring and you have an "F" in one or more classes, you will have your first probation notice given the Monday of the first week of practice and so on.
- During an activity season, if you receive your third ineligible notice in the same class, you will be dismissed from the activity.
- If the semester ends during a sports season, you must meet WHSAA requirements to continue participating in that sport.

## Dress Code

### Activity Dress Code

All student participants and managers are required to wear the following:

- Team shirts or pullovers
- Shirts and ties may be worn in lieu of polos.
- Navy, black or khaki pants. No blue jeans or denim are permitted.
- Activity sponsors may allow dresses or skirts as long as they adhere to district dress code standards.
- Nice tennis shoes (not torn or stained) are permitted. No slippers allowed.
- Staff supervising WHSAA activities other than sports may dictate specific dress requirements applicable to that event.



### **Building Level Authority**

1. Principal
2. Activities Director
3. Head Sponsor/Coach
4. Assistant Sponsor/Coach

Concerned parties should be directed to the coach before discussing problems with the Activities Director, Principal, etc.

### **Parents should expect from their child's coach/director/sponsor:**

1. The philosophy and expectations of the coach, director, sponsor.
2. Locations and times of practices and contests.
3. Team/organization requirements (i.e., fees, special equipment needed, school and team rules, etc.).
4. Procedures to be followed if the student becomes injured or ill during participation.
5. Communication coaches/directors/sponsors should expect from parents: sickness, doctor appointments, etc...
6. Procedures to be followed if the student becomes injured or ill during participation.
7. Notification of any schedule conflicts and cancellations should be communicated in advance to the greatest extent possible.

### **If the parent desires a conference with the coach:**

- a) Call or email the coach/director/sponsor to set up an appointment.
- b) If the coach is unable to satisfy the parent's concerns, the parent should follow the chain of command [listed at the start of this section] and contact the Activities Director.
- c) If the Activities Director is unable to satisfy the parent's concerns, the parent should next contact the Principal.
- d) The final step in the chain of command is the Superintendent but this should not occur until all the previous steps in the chain have been communicated with.

## Discipline Protocol

When a behavior incident occurs between students while under a coaches/sponsors supervision (i.e. in the locker room or during activity travel) the following steps should take place:

1. Question the student(s) involved as soon as possible following the incident. Take written notes. Make sure you question all bystanders and get as much information as possible. This may include but not be limited to the following:
  - a. Details of the event
  - a. What caused the event
  - b. What happened after the event
  - c. Who was involved at each step
2. Contact parents/guardians within 24 hours. If the incident occurred on the bus and you can visit with the parent upon return that would be ideal.
3. Contact the Activities Director also within 24 hours and give details and actions taken.
4. The coach, after visiting with the A.D. will present solutions and or consequences for the student(s) and will notify the parents of such.
5. If needed, "Problem Solving" and or "Think About It" conferencing may be necessary.

## Injury Protocol

When an injury occurs during an activity the following should occur.

1. Give prompt and prudent first aid to the student.
2. If it is an emergency situation - please call 911 and get EMS alerted.
3. Contact the parent
4. Get a student accident report from the nurse and fill out A.S.A.P.
5. The original student accident report will be placed in the school nurses mailbox. Do not
  - a. make copies of this form.
6. Email the school nurse with a description of the injury. This is to be done as soon as possible. Even on a weekend event.
  - a. This will ensure proper follow up and assessment of the student the following school day.
7. The head coach or designee, will follow up with the parent/guardian of the student. If the student was taken to seek professional medical care, please arrange for the parent/guardian to receive a student accident insurance packet from the school nurse.
8. If the student was treated for a possible concussion, head coach should follow up with the parent/guardian of the student. If the student was taken to seek professional medical care, please arrange for the parent/guardian to receive a W.H.S.A.A. concussion insurance packet from the Activities Director.
9. If the student was treated for a concussion by a healthcare provider - return to play protocol should be followed and a follow-up written permission to return to play must be provided by the healthcare provider.

# Student Accident Insurance

As a member of the Wyoming High School Activities Association (WHSAA), Dubois student/athletes are covered under their Concussion Insurance and their Catastrophic Insurance coverage. In the instance of a concussion – the claim forms are available from the Activities Director and should be filled out as soon as possible. A catastrophic incident will be handled directly with the WHSAA.

Fremont County SD #2 provides access to Student Accident Insurance coverage through 1st Agency. A summary of coverages are provided below for your information, review and convenience. If your child(ren) is/are not covered under a family medical plan or some other medical program, medical attention to your child(ren) could be delayed and/or interrupted. The program offered through 1st Agency is being offered as a convenience to parents and guardians and is being provided solely as a service by the District. Please be advised and it is extremely important that you are aware and understand that in general FCSD #2 may not be liable or responsible for student injuries/accidents or the medical expenses associated with such injuries/accidents occurring on District property or while participating in a District sponsored event(s). FCSD #2 does not purchase student accident insurance for students. Your child(ren) should be covered under a family medical plan or some other medical program such as Medicaid, etc., that would cover a child for accidental injuries and medical treatment, if necessary. Please make sure you are aware of how your child(ren) will be covered medically if an accidental injury should occur requiring more than first aid.

Hard copies of the Student Accident and Football Accident Insurance Plan brochures will not be available in schools, but are available electronically on the 1st Agency Public Portal: Accident Insurance Plan.

If you have any questions, please contact the business office at the school. 455-5545.

## **Meals**

FCSD#2 will pay for the meal after the student provides the first meal out. In other words, the students will be responsible for their first meal. If they leave before lunch the school can make a sack lunch and charge it to the student's lunch account or they can bring their own lunch/dinner, or bring money to pay for a lunch/dinner. When on an overnight event the district will pay for any meals after that first meal is paid for/brought by the student. Students are encouraged to bring snacks of their choice between meals and long bus rides. However, teams or clubs will have a per diem meal allowance for their WHSAA state culminating events.

## **Lodging and Travel**

Lodging and travel will be paid for by the school district. Students are expected to travel to and from out-of-town contests with the team/club. Parents may transport their own child if a transportation release form has been signed, if the student is being signed out to anyone other than the parent/guardian a note indicating such must be on file in the school office prior to the departure of the bus. The school district will not be responsible for items lost or stolen on activity trips.

## **PARENT/GUARDIAN CONSENT FOR EMERGENCY MEDICAL ASSISTANCE**

I hereby authorize Fremont County School District #2 and its faculty members in charge of my child named below to obtain all necessary medical care for my child in the event that I cannot be reached to authorize it myself. I hereby authorize any licensed physician and/or medical personnel to render necessary medical treatment to my child.

Student's Name \_\_\_\_\_

Address \_\_\_\_\_

Father's Name: \_\_\_\_\_ Mother's Name: \_\_\_\_\_

Father's Phone Numbers: \_\_\_\_\_ Mother's Phone Numbers: \_\_\_\_\_

Cell: \_\_\_\_\_

Work: \_\_\_\_\_

### **INSURANCE INFORMATION:**

Company: \_\_\_\_\_ Policy# \_\_\_\_\_

Insured Person \_\_\_\_\_

Policy Holder's Social Security Number \_\_\_\_\_

Signature acknowledges that we have read and understand the above warning and we give consent for emergency assistance that might be needed.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

### **STUDENT/PARENT/GUARDIAN INFORMED CONSENT**

Participation in all activities requires the acceptance of risk of possible serious injury. The risk can be minimized by following your coaches' rules and procedures, by familiarizing yourself with the rules of the activity, and by following the specific rules issued by manufacturers for the safe use of your activity equipment. The risk is always there, but you can help minimize it by making safety a shared responsibility. When you make the decision to participate in an activity, you are assuming the shared responsibility of following the activities rules, the coaches' rules, and the equipment manufacturer's rules. You, as a participant, can help make the activity safer by not intentionally using techniques which are illegal and which can cause serious injury.

Your signature below indicates that you have been informed about the importance of following rules in activities participation; and you realize that there is a risk of being injured that is inherent in all activities. You realize that the risk of injury may be severe, including the risk of fractures, brain injuries, paralysis or even death.

Activity programs specifically excluded: \_\_\_\_\_

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

Signature of Parent \_\_\_\_\_

# WHSAA Points of Emphasis

- Students are only allowed 8 semesters of competition based on when they enter **High School, and if they start participating prior to High School.**
- Students must be amateur athletes.
- Cannot compete on an independent team while in HS. WHSAA rules 5.8.0-5.9.0.
- Recruitment is not allowed.
- Any new student athlete that has competed for another high school in Wyoming last year must see the Activities Director before their first practice.
- This includes competition against each sport program at DHS!
- No participation with a college or university team.
- Current sports physical is required to be completed prior to an activity's first practice.
- **9 practices are required prior to competing in any sport**

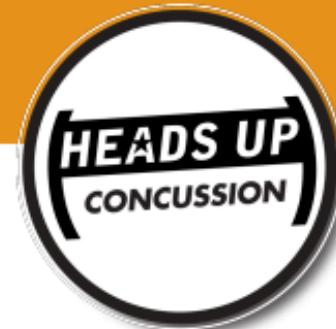
## Requirements for Participation

- Sports Physical/Consent for treatment – Forms are available through the school as well as on [fremont2.org](http://fremont2.org). See Activities Director for more information.
- Any homeschooled student MUST see the Activities Director before participating in any activity!
  - Classroom based virtual through Dubois High K-12 is exempt from homeschool agreement.
  - Coaches will ask all athletes on day 1 of practice.
- Age – Cannot be 20 before August 1<sup>st</sup>.
- Grades - Must be passing all classes to play, there is a one-week probationary period.

## Parental acknowledgment of athletic policies

- Upon entering High School or at the time a student tries out for an athletic team, he/she will be presented with this handbook containing all the necessary forms and information for participating in athletics.
- Each parent or guardian shall read all of the enclosed material and certify that they understand the athletic eligibility rules and policies of the school district. This signed document will be filed in the Activity Director's office.

## CONCUSSION FACT SHEET FOR PARENTS



### WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury. Concussions are caused by a bump or blow to the head. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.

You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

### WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

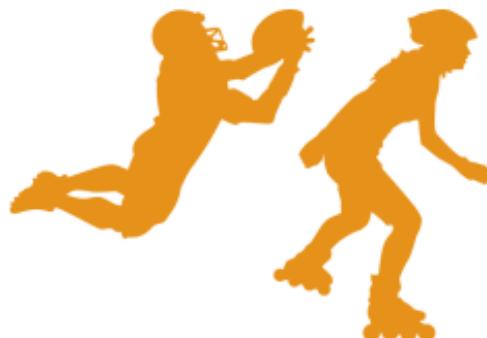
If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs of a concussion:

#### SYMPTOMS REPORTED BY ATHLETE:

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not "feeling right" or is "feeling down"

#### SIGNS 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



## DANGER SIGNS

Be alert for symptoms that worsen over time. Your child or teen should be seen in an emergency department right away if s/he has:

- One pupil (the black part in the middle of the eye) larger than the other
- Drowsiness or cannot be awakened
- A headache that gets worse and does not go away
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Difficulty recognizing people or places
- Increasing confusion, restlessness, or agitation
- Unusual behavior
- Loss of consciousness (even a brief loss of consciousness should be taken seriously)

## WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

### 1. SEEK MEDICAL ATTENTION RIGHT AWAY

A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to regular activities, including sports.

### 2. KEEP YOUR CHILD OUT OF PLAY.

Concussions take time to heal. Don't let your child return to play the day of the injury and until a health care professional says it's OK. Children who return to play too soon - while the brain is still healing - risk a greater chance of having a second concussion. Repeat or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.

### 3. TELL YOUR CHILD'S COACH ABOUT ANY PREVIOUS CONCUSSION.

Coaches should know if your child had a previous concussion. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

## HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION OR OTHER SERIOUS BRAIN INJURY?

- Ensure that they follow their coach's rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity. Protective equipment should fit properly and be well maintained.
- Wearing a helmet is a must to reduce the risk of a serious brain injury or skull fracture.
  - However, helmets are not designed to prevent concussions. There is no "concussion-proof" helmet. So, even with a helmet, it is important for kids and teens to avoid hits to the head.

## HOW CAN I HELP MY CHILD RETURN TO SCHOOL SAFELY AFTER A CONCUSSION?

Children and teens who return to school after a concussion may need to:

- Take rest breaks as needed
- Spend fewer hours at school
- Be given more time to take tests or complete assignments
- Receive help with schoolwork
- Reduce time spent reading, writing, or on the computer

Talk with your child's teachers, school nurse, coach, speech-language pathologist, or counselor about your child's concussion and symptoms. As your child's symptoms decrease, the extra help or support can be removed gradually.

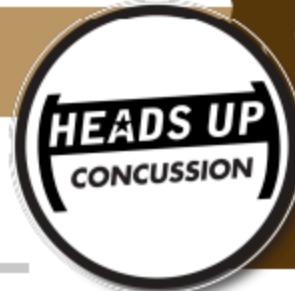


JOIN THE CONVERSATION [→ www.facebook.com/CDCHeadsUp](http://www.facebook.com/CDCHeadsUp)

TO LEARN MORE GO TO >> [WWW.CDC.GOV/CONCUSSION](http://WWW.CDC.GOV/CONCUSSION)

Content Source: CDC's Heads Up Program. Created through a grant to the CDC Foundation from the National Operating Committee on Standards for Athletic Equipment (NOCSAE).

## CONCUSSION FACT SHEET FOR ATHLETES



### CONCUSSION FACTS

- A concussion is a brain injury that affects how your brain works.
- A concussion is caused by a bump, blow, or jolt to the head or body.
- A concussion can happen even if you haven't been knocked out.
- If you think you have a concussion, you should not return to play on the day of the injury and until a health care professional says you are OK to return to play.



### CONCUSSION SIGNS AND SYMPTOMS

Concussion symptoms differ with each person and with each injury, and may not be noticeable for hours or days. Common symptoms include:

- Headache
- Confusion
- Difficulty remembering or paying attention
- Balance problems or dizziness
- Feeling sluggish, hazy, foggy, or groggy
- Feeling irritable, more emotional, or "down"
- Nausea or vomiting
- Bothered by light or noise
- Double or blurry vision
- Slowed reaction time
- Sleep problems
- Loss of consciousness

During recovery, exercising or activities that involve a lot of concentration (such as studying, working on the computer, or playing video games) may cause concussion symptoms to reappear or get worse.

### WHY SHOULD I REPORT MY SYMPTOMS?

- Unlike with some other injuries, playing or practicing with concussion symptoms is dangerous and can lead to a longer recovery and a delay in your return to play.
- While your brain is still healing, you are much more likely to have another concussion.
- A repeat concussion in a young athlete can result in permanent damage to your brain. They can even be fatal.

## WHAT SHOULD I DO IF I THINK I HAVE A CONCUSSION?

### DON'T HIDE IT. REPORT IT.

Ignoring your symptoms and trying to "tough it out" often makes symptoms worse. Tell your coach, parent, and athletic trainer if you think you or one of your teammates may have a concussion. Don't let anyone pressure you into continuing to practice or play with a concussion.

### GET CHECKED OUT.

Only a health care professional can tell if you have a concussion and when it's OK to return to play. Sports have injury timeouts and player substitutions so that you can get checked out and the team can perform at its best. The sooner you get checked out, the sooner you may be able to safely return to play.

### TAKE CARE OF YOUR BRAIN.

A concussion can affect your ability to do schoolwork and other activities. Most athletes with a concussion get better and return to sports, but it is important to rest and give your brain time to heal. A repeat concussion that occurs while your brain is still healing can cause long-term problems that may change your life forever.



► **"IT'S BETTER TO MISS ONE GAME,  
THAN THE WHOLE SEASON."**



JOIN THE CONVERSATION AT [www.facebook.com/CDCHeadsUp](https://www.facebook.com/CDCHeadsUp)

TO LEARN MORE GO TO >> [WWW.CDC.GOV/CONCUSSION](http://WWW.CDC.GOV/CONCUSSION)

Content Source: CDC's Heads Up Program. Created through a grant to the CDC Foundation from the National Operating Committee on Standards for Athletic Equipment (NOCSAE).

## WHSAA RETURN TO PLAY FORM

Office:



Date: \_\_\_\_\_

This is to certify that \_\_\_\_\_ has been under my care for the following:

\_\_\_\_\_

And is able to return to athletic practices/participation on \_\_\_\_\_ under the following conditions:

Day \_\_\_\_\_ Month \_\_\_\_\_

Unrestricted:

Restricted/Limited to: \_\_\_\_\_

Comments (Recommended Rehab plan for return to play)

Physicians Name (Please print clearly) \_\_\_\_\_

Physicians Signature \_\_\_\_\_ Phone \_\_\_\_\_

*I agree with above plan and am knowledgeable about my child's condition and situation*

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Copy Each  
School  
Parent  
Dr. Office



## **STUDENT/PARENT/GUARDIAN ACTIVITY HANDBOOK ACKNOWLEDGEMENT FORM**

Participation in all activities requires the acceptance of risk of possible serious injury. The risk can be minimized by following your coach's rules and procedures, by familiarizing yourself with the rules of the activity, and by following the specific rules issued by manufacturers for the safe use of your activity equipment. You, as a participant, can help make the activity safer by not intentionally using techniques which are illegal and which can cause serious injury.

Your signature below indicates that you have been informed about the importance of following rules in activities participation; and you realize that there is a risk of being injured that is inherent in all activities. You realize that the risk of injury may be severe, including the risk of fractures, brain injuries, paralysis or even death.

I certify that I have read, understand, and agree to adhere to the Parent/Student Activities Handbook at Dubois K-12 School for the 2025-2026 school year. Both parents (if appropriate) are required to sign the acknowledgment.

\_\_\_\_\_  
\_\_\_\_\_  
Student Signature / Date  
(If more than one student please sign below)

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

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

\_\_\_\_\_  
\_\_\_\_\_  
Parent/Legal Guardian Printed Name / Date