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School Contacts

Phone Extension

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Vice-Principal: Mark Brandmire	201
Athletic Director: Mark Brandmire	201

Coach /Advisor

Football: Ron Hurn
Volleyball: Jennifer Daman
Girls Soccer: Todd McDowell
Cross Country: Andrea Perkins
Girls Basketball: Dave Zellar
Boys Basketball: Jeff Nelson
Wrestling: Bob Wheeler
Track: Pam Gale
Softball: Scott Justus
Baseball: tbd
Boys Soccer: Brian Bowers
Cheerleading: Amy Dilley
Band: Lois Granum
FBLA: Brian Weekes
Skills USA (VICA): Tom Lafrenz
FCCLA: Geneveive Menino
ASB: Brenda King
Annual: Showanda Terrill
National Honor Society: Val Giles
Foreign Language Club: Rosa Lincoln

Applicability

This document serves all interscholastic activities. Interscholastic activities shall include all optional, non-credit, school approved student activities that are personal, cultural, social, recreational, student governmental, or athletic in nature.

Students in grades 9-12 participating in interscholastic activities shall abide by the activity code effective the first day of fall activities until the conclusion of the academic school year. This includes any summer activities that are school sponsored.

Philosophies

Interscholastic activities provide a valuable educational experience for Forks High School students. Participation in Forks High School activities is a privilege, not a right. Participation contributes to student growth in the areas of health, leadership, teamwork, citizenship, academics and the overall development of our students. The activity code provides guidelines for activity participants' attendance, academic performance, and citizenship. This activity code is designed to establish a high level of accountability, while at the same time not being punitive and denying access. By being a participant in Forks High School activities programs, students learn self-discipline, accept responsibility, and develop character traits that lead to a productive and successful future and enhance their educational experience.

Forks High School activity participants are expected to demonstrate exemplary behavior at school, in the community, and while visiting other schools and communities. Participants should remember that they represent their school and community at all times.

While Forks High School and the Washington Interscholastic Activities Association (WIAA) are aware of the important role that interscholastic activities play in the development of students we are also committed to the philosophy that the primary purpose of our schools should be to academically prepare students to become productive citizens upon graduation. Scholastic incentives should be established and enforced for the educational and personal welfare of the students who participate.

Goals

Forks High School participants, coaches/advisors, and parents will work to achieve the following goals:

- A high level of student participation in interscholastic activities.
- A high level of integrity.
- A high level of commitment and dedication.
- A high level of community support and understanding of the value and importance of Interscholastic activities.

Student Responsibilities

Rules of Conduct

The student's participation in activities is directly related to the individual's physical and mental well being. In order to increase the opportunity for the individual's success in activities and to promote his/her safety, health and well being, adherence to the following rules is required:

Participants are expected to obey all general school rules (including bus and transportation rules).

Participants are expected to follow the written team/activity rules established by their head coach/advisor.

Participants are expected to be law-abiding citizens. Any serious offense may result in loss of eligibility for an extended period of time to be determined on a case-by-case basis depending upon the severity.

Participants are expected to follow all requirements as outlined by the WIAA.

Equipment/Uniforms

School equipment and uniforms checked out to a participant are his/her responsibility. Each participant is expected to keep them in good condition. Loss of any issued equipment and/or uniform is the financial obligation of the participant. Remember: *Lock it up!* Equipment and uniforms should be kept secured when they are not in use. Participants must return their complete uniform and any other items issued by the coach/advisor, or pay the cost of their replacement in order to participate in any future sport/activity seasons.

Parent Responsibilities

Forks High School encourages and believes in the importance of parent/guardian knowledge and awareness of the key expectations for their participant. This can only happen through open communication. Therefore, the parent/guardian is strongly encouraged to attend the parent/coach/advisor meetings held prior to each season in that sport/activity. **If the parent/guardian is unable to attend, they should make arrangements to meet/speak with the coach/advisor before their son/daughter participates in any activity.**

Coach/Advisor Responsibilities

Individual Team Rules

Each coach/activity advisor is also responsible for establishing and distributing to participants and their parent(s)/guardian(s) written rules and regulations for their specific sport/activity season that will cover things such as missing practice, being late to practice, lettering criteria, and general expectations. These written rules and regulations shall be reviewed and pre-approved by the Athletic Director.

Letter Requirements

The head coach/advisor of any interscholastic activity, along with the Athletic Director, has the responsibility for setting the requirements and awarding varsity letters for the sport.

The coach/advisor has the right to award letters to participants even though the letter requirements for the sport have not been satisfied. Conditions which could warrant this include:

- A. The participant does not finish the season/activity because of medical reasons
- B. The participant has made an above average contribution to the team/activity and/or the total athletic/activity program.

Eligibility

Only students who are eligible to participate in an activity are allowed to travel with the team/activity, participate, appear in the team uniform and/or occupy a position on the team bench (WIAA Rule 18.3.0). Students who are ineligible for contests are expected to practice. Students with unexcused absences from school cannot practice/participate on that day. Students on academic suspension are eligible for practice during their suspension period.

Associated Student Body (ASB) Cards

Interscholastic activity participants must purchase an ASB card prior to participation in a contest. Financial assistance is available for those in need. The student should contact Chris Tuttle in the High School Office at extension 251.

Insurance

Every athlete that participates in interscholastic athletics must show proof of accident insurance coverage as a condition of participation. Students may use their family's private insurance company or use enrollment forms for a district-approved insurance company. These forms are available at the district office and the Forks High School office. Many private insurance companies will not cover interscholastic sports, so it is **IMPORTANT** for parents or guardians to check with their insurance agent to guarantee coverage.

Scholarship

In order to maintain activity eligibility during the current semester/trimester, the student shall maintain passing grades, or the minimum grade standards as determined by the school district if more restrictive, in a minimum of:

3 classes in a 4 period class schedule

4 classes in a 5 period class schedule

5 classes in a 6 period class schedule

6 classes in a 7 period class schedule

Running Start Courses

Two 5-credit quarter classes

Two 3-credit semester classes

Equivalent

2 high school credits

2 high school credits

A student shall have passed the minimum number of classes (as listed above) in the immediately preceding semester in order to be eligible for competition during the succeeding semester. The record at the end of the semester shall be final, except for those credits earned in a regular, accredited summer school program and accepted by the school district.

Incompletes may be made up for credit during the first five (5) weeks of the subsequent semester. The participant shall be ineligible for interscholastic competition until the incomplete(s) are cleared.

Academic Suspension Period

An enrolled student shall be considered to have been in regular attendance as a full time student if the student receives grades for that semester unless he/she is withdrawn from school.

A participant who has been in regular attendance the previous semester but who failed to make the grade requirements shall be placed on academic suspension. The participant shall be ineligible to compete during the suspension period. If at the end of the suspension period the participant is passing in the minimum number of classes required, the participant may then be reinstated for interscholastic competition. Each participant is eligible on Monday of the week following the end of the probationary period. In the event of a school holiday, three or more teaching days shall constitute a week.

The suspension period for high school students shall be from the end of the previous semester through the last Saturday of September in the fall and the first five (5) weeks of the succeeding semester.

Performance Checks

To monitor progress, a weekly academic check will be collected by the Athletic Department to ensure that each participant is passing all classes. Forks High School has adopted the philosophy of, "No pass - No play". The weekly academic check will be collected and recorded by the athletic office on Monday of each week. If a participant is failing one or more classes, they will be ineligible until evidence is received by the athletic office that the student has achieved a passing grade. If the student is passing all classes at the time of the next grade check they will be immediately eligible for competition.

The Athletic Department will attempt to notify parents of participants with a failing grade. Participants with a failing grade are required to notify parents.

Attendance at School

In order to be eligible to participate in activities at Forks High School, students must be present at school the entire day, or have an absence that is excused by the Forks High School office. Athletes that return from a game/contest the previous night after 12:30am are allowed to arrive to school late the next morning. In such circumstances, athletes must be in school no later than 9:30am.

Regular attendance at school is necessary in order to receive the full benefit of instruction. The laws of the State of Washington specify that parents have the primary responsibility for ensuring the school attendance of their children. Further, the law states that students shall be regular and punctual in their attendance.

Excerpt from the Forks High School Student Handbook

Forks High School Attendance Procedures are as follows:

- 1. It is expected that students will attend each class on every school day*
- 2. All teachers will take roll within the first ten minutes of each class and keep a record of absences and tardies*
- 3. Students arriving to school after the commencement of the school day must obtain a pass from the office in order to be admitted to class-regardless of their time of arrival. Students arriving to class after the teacher has submitted attendance will be sent to the office to receive an admit slip.*
- 4. EXCUSED ABSENSE - the only valid excuse for absence from school recognized by the State of Washington is illness. Forks High School also recognizes absences as being valid for:
 - a. illness or death in the immediate family*
 - b. Dental or doctor appointments*
 - c. Pre-arranged absences authorized by the school (to prearrange an absence, a student Must obtain a form from the office, and it must be signed by all teachers and given final approval from a building administrator prior to the absence)*
 - d. Participation in one of the educational programs of the school*
 - e. Other family emergencies that cannot be anticipated**

5. *UNEXCUSED ABSENCE - It is the student's responsibility to remember that the following are NOT excusable absences and there may not be opportunity to make up work missed due to an unexcused absence(s). In addition, the student will be subject to corrective actions in accordance with the disciplinary policies of the district. The following are unexcused absences:*
- a. Skipping class(es) (a student not checking out of school is skipping). Once a student skips a class or leaves campus without following the checkout procedure, the absence will not be excused*
 - b. Long-term (more than ten days) suspension*
 - c. Either not submitting a note OR submitting a signed excuse that does not constitute an excused absence as defined above*
6. *When a student has been absent from school for any period of time, a note of verification from a parent/guardian is required and should be presented to the secretary in the office. This note needs to be dated and must contain the date(s) of absence, reason, and the signature of the parent/guardian*
7. *Washington State Law requires that a parent/school conference be held when any student has two unexcused absences, at which time a plan must be made to improve the student's attendance. After five unexcused absences in one school month or ten unexcused absences in a school year, the school must file a truancy petition with the county juvenile court. The district has no choice in this matter as they must follow the law.*
8. *A health care provider's verification of illness is required whenever a student is absent for a total of ten or more days in a semester. These absences can be excused, unexcused or a combination of both.*

Tobacco

The use of, possession of, or sale of tobacco products in any form is prohibited. Consequences for tobacco will start over each school year, excluding a case where a year long suspension has been imposed where carryover is necessary.

Consequences on the first instance of a tobacco violation will result in the student being suspended from competition for the next two calendar weeks. The student will be expected to undergo a chemical assessment conducted by the district substance abuse counselor. Upon completion of the two week suspension and chemical assessment, the student may be reinstated for activity competition. The final decision with regard to reinstatement will be made by the Athletic Director after a consultation with the substance abuse counselor.

Consequences on the second instance of a tobacco violation will result in the student being suspended from competition for five calendar weeks. The student will be expected to undergo a chemical assessment conducted by the district substance abuse counselor. Upon completion of the five week suspension and chemical assessment, the student may be reinstated for activity competition. The final decision with regard to reinstatement will be made by the Athletic Director after a consultation with the substance abuse counselor.

Consequences on the third instance of a tobacco violation will result in the student being suspended from competition for one calendar year from the time of the infraction. The student will be expected to undergo a chemical assessment conducted by the district substance abuse counselor. Upon completion of the one year suspension and chemical assessment, the student may be reinstated for activity competition. The final decision with regard to reinstatement will be made by the Athletic Director after a consultation with the substance abuse counselor.

Alcohol

The use of, possession of, or sale of alcohol products in any form is prohibited. In addition, participants who attend parties or other functions where alcohol and/or drugs are being used by others are expected to leave the premises immediately or they will be subject to the same ineligibility period as though they had indulged in their use.

Consequences for alcohol will start over each school year, excluding a case where a year long suspension has been imposed where carryover is necessary.

Consequences on the first instance of an alcohol violation will result in the student being suspended from competition for the next five calendar weeks. The student will be expected to undergo a chemical assessment conducted by the district substance abuse counselor. Upon completion of the five week suspension and a chemical assessment, the student may be reinstated for activity competition. The final decision with regard to reinstatement will be made by the Athletic Director after a consultation with the substance abuse counselor.

Consequences on the second instance of an alcohol violation will result in the student being suspended from competition for one calendar year. The student will be expected to undergo a chemical assessment conducted by the district substance abuse counselor. Upon completion of the one calendar year suspension and a chemical assessment, the student may be reinstated for activity competition. The final decision with regard to reinstatement will be made by the Athletic Director after a consultation with the substance abuse counselor.

Drugs

Excerpt from the WIAA Handbook 18.23.2

Legend drugs and controlled substances - Penalties for the possession, use or sale of legend drugs (drugs obtained through prescription, RCW 69.41.020-050) and controlled substances (RCW 69.50):

1st Violation - a participant shall be immediately ineligible for interscholastic competition in the current interscholastic sports/activity program for the remainder of the season. Ineligibility shall continue through the next sports/activity season in which the participant wishes to participate unless the student accesses the assistance program outlined in B (below)

A. In order to be eligible to participate in the next interscholastic sports/activity season, the student shall meet with the school eligibility board consisting of a Vice Principal or designee, a classified and certificated staff member, one out of season coach and a community member to request approval to participate. The school eligibility board will recommend to the Principal appropriate action to be taken in the student's case. The school Principal shall have the final authority as to the student's participation in the interscholastic activity program.

B. A participant who seeks and receives help for a problem with the use of legend drugs (RCW 69.41.010 identified substances) or controlled substances and controlled substance analogs (RCW 69.50.101 identified substances) shall be given the opportunity for assistance through the school and/or community agencies. In no instance shall participation in a school and/or community approved assistance program excuse a student from subsequent compliance with this regulation. However, successful utilization of such an opportunity or compliance with activity code by the student may allow him/her to have eligibility re-instated in the activity program, pending recommendation by the school eligibility authority.

Travel

All participants must travel to and from events in transportation provided by the school district. Permission to travel to and from an event with parents/guardians, or adult relative(s) (21 or older) must be requested by a parent/guardian and be submitted in writing and approved by the head coach/advisor. Any student who is suspended from district transportation can not participate in away activities.

Permission to travel to and from an event with anyone other than a parent/guardian or an adult relative (21 or older) must be requested by a parent/guardian and be submitted in writing and approved by the Athletic Director and the head coach/advisor at least 24 hours in advance.

The following regulations are established for the safety of everyone. Failure to adhere to these rules may jeopardize a student's right to ride the bus.

The Quillayute Valley School District would like to assure all parents/guardians that the first and foremost concern of our administration and coaching/advisory staff is to provide for the safety and well being of our students. This is a responsibility that we never take lightly, and it is the first consideration in all planning and preparation where students are involved.

All activities are required to follow the activity bus riding policy.

Before leaving Forks, if there is any question about hazardous weather or road conditions, the Athletic director and Transportation Director will discuss the issue and reach a decision together. We are in touch with the destination school regarding conditions at their location, the Washington State Transportation Department, as well as with other school districts along our proposed route. Decisions to put a team on the road are made jointly by the Transportation Director and the school administration. If a mutual agreement cannot be reached, the Superintendent will make the final decision.

Appeal Procedure

Any participant, parent or guardian who is aggrieved by the imposition of discipline under the FHS Activities Code shall have the right to appeal the decision. Such a request must be made to the building Principal within five (5) school business days of the initial action taken by the Athletic Director. If the decision is upheld, a hearing will be scheduled as soon as reasonably possible for all parties.

During such a hearing, the participant and parent/guardian shall be subject to questioning by members of the Appeals Board and shall be entitled to question school personnel involved in the matter being contested.

Subsequent to the appeals board hearing, the participant or parent/guardian, within five (5) school business days of the appeals board hearing, shall have the right to request a written or oral grievance to the Superintendent of the district or his/her designee.

If the grievance is still not resolved, the participant or parent/guardian, upon two (2) school days prior notice, and within five (5) school business days of the previous hearing, shall have the right to request written or oral grievance to the Board of Directors during the School Board's next regular meeting. The School Board shall notify the participant or parent/guardian of its response to the grievance within ten (10) school business days after the date of the meeting.

Appeals Board

Chair: Vice Principal or Designee
Certificated Staff Member
Classified Staff Member
Out-of-season Coach
Community Member

Governing Document

In addition to the Forks High School Activities Handbook, participants are also governed by the Forks High School Student Handbook and the WIAA Handbook and its policies. Copies of the WIAA Handbook are available in the Forks High School Office, or on the WIAA website at www.wiaa.com