

# Policy 6500: Extra-curricular and Co-curricular Activities

*Athletic and Activity Policies of Cozad Community Schools as Revised In 1991*

## Section 1. General Activities/Athletics Chain of Command

The chain of command for problem solving and/or regular business shall be:

1. Head Coach/Sponsor of sport or activity
2. Activity Director
3. Building Principal
4. Superintendent
5. School Board

Coaches or sponsors with problems or requests start by going through the Activities Director and work their way up the chain.

Outside problems from students/athletes, parents, or community should be directed to coach/sponsor and/or A.D. and work their way up the chain.

No regular Sunday practices will be scheduled. In the event of a District or State scheduled contest or similar cause for any type of weekend practices, the Activities Director will seek permission from the High School Principal who in turn will notify the board if such practice has been approved. No Sunday practices will be permitted to exceed two hours. Students who have prior church obligations will be excused from these practices without prejudice or penalty.

All students grades 7-12 who are participating in any school activity that is governed by the Nebraska School Activities Association, will be required to purchase an activity ticket.

## Section 2. Football

All high school football programs will abide by the rules of the N.S.A.A. and the Southwest Conference. All football programs will be under the direct supervision and responsibility of the varsity head coach and Activities Director. The varsity head coach will meet with the assistants, freshman, and 7/8 grade coaches periodically to review their programs and make suggestions. The varsity head coach shall be responsible for requisitioning adequate equipment and supplies for the maintenance of both the reserve and varsity teams. The head coaches for the freshman team and the 7/8 grade team will likewise be responsible for equipment & supplies for their respective teams. All requisitions shall be approved and ordered by the Activities Director.

There will be a maximum of three assistant varsity coaches, two freshman coaches, and four 7th & 8th grade coaches.

The coaches using equipment will be responsible for its maintenance and will see that it is properly stored when not in use. The head coach at each level will inventory all equipment & uniforms and turn in an end-of-season report within 2 full weeks of their season's conclusion. A written summary of the season will be included in the end-of-season report.

The varsity team will play no more than nine games in regular season play: reserve team seven games: 8th grade four games: 7th grade four games: and freshman six games.

There will be no practices held on the varsity game field and no night (under the lights) practices except by permission of the Activities Director and/or the Building Principal.

There shall be no formal football practices scheduled on Sunday without prior Board approval. In the case of an early week varsity football playoff game, Board approval for a Sunday practice may be requested by the head coach and/or the Activities Director.

### Section 3. Boys and Girls Basketball

All high school basketball programs will abide by the rules of the N.S.A.A. and the Southwest Conference. All boys basketball programs will be under the direct supervision and responsibility of the boys head varsity coach and Activities Director. The boys varsity head coach will meet with the assistants, freshman, and 7th & 8th grade coaches periodically to review their programs and make suggestions. The varsity girls basketball head coach will do the same as above. The varsity boys & girls head coaches shall be responsible for requisitioning adequate equipment and supplies for the maintenance of the sophomore, reserve, and varsity programs. The head coaches for the boys & girls freshman team and the 7th grade team & 8th grade team will likewise be responsible for equipment & supplies for their respective teams. All requisitions shall be approved and ordered by the Activities Director.

There will be a head coach in boys and girls basketball with an assistant who will be in charge of the sophomore and reserve teams. The boys and girls freshman teams will each have one coach. The boys and girls 7th & 8th grade teams will each have the maximum of two coaches.

The boys and girls reserve, sophomore, freshman, 8th grade, and 7th grade teams will consist of all students who are interested in participating.

There will be a maximum of 16 games and one tournament for the varsity teams: there will be a maximum of 16 reserve games: there will be a maximum of 12 freshman games: there will be a maximum of 8 8th grade games: there will be a maximum of 8 7th grade games.

All games will be scheduled or approved by the Activities Director.

The coach responsible for the team will be responsible for the care of the equipment and when practices are held at night. The coaches will make sure that the building is secure before leaving.

At the end of the season, each head coach at each level will inventory all equipment & uniforms and turn in an end-of-season report within 2 full weeks after their last game. A written summary of the season will be included in the end-of-season report.

All Saturday practices should get the approval of the Activities Director. There shall be no formal basketball practices scheduled on Sunday. In case of early week varsity district games, the head coach and/or Activities Director may request permission from the board for a Sunday practice.

#### Section 4. Volleyball

All high school volleyball programs will abide by the rules of the N.S.A.A. and the Southwest Conference. All Volleyball programs will be under the direct supervision and responsibility of the varsity head coach and Activities Director. The varsity head coach will meet with the assistant, freshman, 8th grade, and 7th grade coaches periodically to review their programs and make suggestions. The varsity head coach shall be responsible for requisitioning adequate equipment and supplies the maintenance of the sophomore, reserve, and varsity teams. The head coach for the freshman team, the 8th grade team, and the 7th grade team will likewise be responsible for equipment and supplies for their respective programs. All requisitions shall be approved and ordered by the Activities Director.

There will be one varsity assistant coach in charge of the sophomore and reserve teams, one freshman coach, a maximum of two 8th grade coaches, and two 7th grade coaches.

The reserve, sophomore, freshman, 8th grade, and 7th grade teams will consist of all students who are interested in participating.

There will be a maximum of 12 matches and one tournament for the varsity team: there will be a maximum of 12 matches for the sophomore team: there will be a maximum of 10 matches for the freshman team: there will be a maximum of 8 matches for the 8th grade and 7th grade teams.

All games will be scheduled or approved by the Activities Director.

The coach responsible for the team will be responsible for the care of the equipment and when practices are held at night, the coaches will make sure that the building is secure before leaving.

At the end of the season, each head coach at each level will inventory all equipment & uniforms and turn in an end-of-season report within 2 full weeks after their last match. A written summary of the season will be included in the end-of-season report.

All Saturday practices should get the approval of the Activities Director. There shall be no formal volleyball practices scheduled on Sunday. In case of early week varsity district matches, the head coach and/or Activities Director may request permission from the Board for a Sunday practice.

#### Section 5. Wrestling

The high school wrestling program will abide by the rules of the N.S.A.A. and the Southwest Conference. The high school and middle school wrestling programs will be under the direct supervision and responsibility of the varsity head coach and Activities Director. The varsity head coach will meet with the assistant and the 7/8 grade coaches periodically to review their programs and make suggestions. The varsity head coach shall be responsible for requisitioning adequate equipment and supplies for the maintenance of the reserve and varsity programs. The 7/8 wrestling head coach will likewise be

responsible for equipment, uniforms and supplies for that program. All requisitions shall be approved by the Activities Director.

There will be one varsity assistant coach in charge of the reserve program and a maximum of two 7/8 grade wrestling coaches.

There will be a maximum of 16 meets/matches for the reserve and varsity teams. There will be a maximum of 8 7/8 meets/matches.

All matches will be scheduled or approved by the Activities Director.

The coach for the team will be responsible for the care of the equipment and when practices are held at night. The coaches will make sure that the building is secure before leaving.

At the end of the season, the varsity head coach and the middle school head coach will inventory all equipment & uniforms and turn in an end-of-season report within 2 weeks after their last match. A written summary of the season will be included in the end-of-season report.

All Saturday practices should get the approval of the Activities Director. There shall be no formal wrestling practices scheduled on Sunday. In case of a sub district wrestling tournament held early in the week, the head coach and/or Activities Director may request permission from the board for a Sunday practice.

## Section 6. Boys and Girls Golf

The boys and girls golf programs will abide by the rules of the N.S.A.A. and the Southwest Conference. The boys and girls golf teams will be under the direct supervision and responsibility of the head coach and the Activities Director. The coach shall be responsible for requisitioning adequate equipment and supplies for maintenance of the varsity and reserve programs. All requisitions shall be approved and ordered by the Activities Director.

All outdoor practices and meets will be held at the Cozad Country Club. All ground rules of the Cozad Country Club will be carefully observed. On days where weather prohibits outside practice, an indoor practice or classroom session should be scheduled.

There will be a maximum of 13 matches/tournaments for the reserve and varsity teams.

All meets/tournaments will be scheduled or approved by the Activities Director.

The head coach will be responsible for the care of the equipment.

At the end of the season the head coach will inventory all equipment and turn in an end-of-season report within 2 weeks after the last meet. A written summary of the season will be included in the end-of-season report.

All Saturday practices should get the approval of the A.D. and there shall be no formal golf practices scheduled for Sunday.

## Section 7. Boys And Girls Cross Country

The high school boy/girl cross country program will abide by the rules of the N.S.A.A. and the Southwest Conference. The boys and girls cross country program will be under the direct supervision and responsibility of the head coach will be responsibility of the head coach and the Activities Director. The head coach will be responsible for the requisitioning of adequate equipment and supplies for the maintenance of the varsity and reserve programs. All requisitions shall be approved and ordered by the A.D.

There will be one coach for both boys and girls teams until such time as numbers warrant a head coach for each team.

There will be a maximum of 11 meets and no more than two meets per week.

All meets will be scheduled or approved by the Activities Director.

The head coach will be responsible for the care of uniforms and equipment.

All cross country meets will be held at the Cozad Country Club and all ground rules of the Country Club will carefully observed.

At the end of the season, the coach will inventory all uniforms and turn in an end-of-season report within two weeks after the final meet. A written summary of the season will be included in the report.

There shall be no formal cross country practices scheduled on Sunday.

## Section 8. Boys and Girls Track

The high school boys and girls track program will abide by the rules of the N.S.A.A. and Southwest Conference. The high school and middle school programs will be under the direct supervision and responsibility of the varsity head coaches and the Activities Director. The varsity head coaches will meet periodically to review their programs and make suggestions. The varsity head coaches shall be responsible for requisitioning adequate equipment, uniforms, and supplies for the maintenance of the varsity and reserve programs. The 7/8 boy/girl head track coaches will likewise be responsible for equipment, uniforms, and supplies for their program. All requisitions shall be approved and ordered by the Activities Director.

There will be a head coach and a maximum of two assistants for each of the varsity boys and girls programs. The 7/8 grade program will have a head coach and one assistant for each of the boys and girls teams. There may be a pole vault coach for all high school and middle school vaulters.

There will be a maximum of 9 meets involving 4 or meets for the varsity team and a maximum of 6 meets for the reserve team. The 7th & 8th grade teams will compete in a maximum of 8 meets.

All meets will be scheduled or approved by the Activities Director.

The head coach for each team at each level will be responsible for the care of the equipment and uniforms. The coaches will make sure that the building is secured before leaving. No athletes are to be in the gym or the weight room without a coach present.

At the end of the season, the head coach for each team at each level will inventory all equipment, uniforms, and supplies. They will see that all hurdles and pits are properly stored in the track shed. An end-of-season report that includes inventory, participants, requisitions and summary of the season will be turned in to the A.D. before school gets out for the year.

Practices will generally be held on school grounds and primarily at the Haymaker Stadium track. The Activities Director's approval should be secured prior to practicing off of school grounds.

All Saturday practices should get the approval of the Activities Director. There shall be no formal track practice held on Sunday.

### Section 9. Practice Times And Locations

All starting times of practices will be set by the individual sponsor. The individual sponsor will determine the consequences for being late to practice or missing practice.

In order that participants and their parents may plan accordingly and for the welfare of the student, the following limits concerning length of practice will be followed:

Athletics	7th-8th	Frosh	Varsity
Football	3:45-5:45	3:45-6:10	3:45 to 6:40
	out of locker room by 6:15	out of locker room by 6:30	
	out of locker room by 7:00		
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Basketball	if practicing at	boy/girl split	boy/girl split
East or North	practice at CMS	at 3:45-5:45 early	3:45-5:20 early
5:20-7:20 late		5:20-7:15 late	out of gym by 7:40
	out by 6:15	out of gym by 7:30	
Split practice at	when practicing at	Wednesday practice	
CMS gym	CHS w/varsity will	split or share	
	3:40-5:15 early	go by var. split	out of gym by 7:00
	5:15-6:45 late	practice schedule	
	out of gym by 7:15		

Wednesday practice	Wednesday practice
3:45-5:00 early	3:45-5:00 early
5:00-6:15 late	5:00-6:15 late
out of gym by 6:30	out of gym by 6:30

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Volleyball	same as basketball	may split CMS gym	3:45-6:20
(may share CMS gym	early or late with	out of gym by 6:40	
	with frosh on a	7/8 graders or	
	split sched. & one	may practice with	
	team at East gym)	var. or split early	
		late with varsity	
		Wed. pr. out by 6:30	

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Wrestling	3:45-6:00	on wed. frosh out	3:45-6:20
out of gym by 6:20	by 6:30	out of gym by 6:40	

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Track	3:45-6:00	on wed. Frosh out	3:45-6:20
	out of locker	by 6:30	out by 7:00
	room by 6:30		

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Golf & CC	on Wed. frosh	3:45-6:30
	out by 6:30	out by 6:45

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Activities

Fine Arts

CHS (9-12) fine Arts evening practice will generally begin at 7:00 and will end by 9:30 with everyone out of the building by 9:45

CMS (6-8) fine Arts evening practice will generally begin at 7:00 and will end by 9:00 with everyone out of the building by 9:15.

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Any extensions of the practice schedules listed above (fine arts and athletics) must first be approved by the Activities Director and the building principal.

Saturday evening practices will be avoided if at all possible. Coaches need the Activities Director's and the building Principal's approval.

There will be no regular practice scheduled on Sunday. Exceptions can be made when a district or state tournament game is early in the week. The Activities Director and/or High School Principal will seek Board approval for Sunday practice.

### Section 10. Speech Team and Play Production

The high school speech team and play production team will abide by the rules of the N.S.A.A. and the Southwest Conference. The high school programs will be under the direct supervision and responsibility of the head coach and the Activities Director.

There will be a head coach and a maximum of one assistant for the speech team and play direction cast.

There will be a maximum of one speech contest per week for the length of the season set by the N.S.A.A.

The head coach will be responsible for the care of props, facilities, and supplies. The coach will make sure that the building is secure before leaving.

All meets will be scheduled or approved by the Activities Director.

At the end of the season, the head coach will complete the end-of-season report within 2 weeks after the final contest. This report should include a summary of the season and be turned in to the A.D.

All Saturday practices should get the approval of the Activities Director and/or the Building Principal. There shall be no formal speech or play production practices scheduled on Sunday.

### Section 11. General Policies Affecting Athletics & Activities

Maintenance and upkeep of grounds and buildings are not the responsibility of the coach/sponsor. Any needed work will be reported to the Activities Director or the Building Principal who will contact the custodians and arrange to have the necessary work, maintenance, or repairs completed.

Coaches/sponsors will not leave their students in a dressing room, gym, weight room, auditorium, band or chorus room or classroom unsupervised. Coaches/sponsors will be responsible for the action of the students/athletes at all times.

Students dropped from one sport will not be allowed to transfer to another sport during that season except by mutual agreement between the coaches, Activities Director, and the Building Principal.

Participation



1. Any student may participate in athletics above their grade level only upon the recommendation of the coaches involved and the approval of the Activities Director and High School Principal.
2. No athlete shall participate in two sports at the same time.
3. 3. If a freshman meets requirements for a varsity letter they may receive a letter award and be eligible to join C-Club.

All coaches, assistant coaches, sponsors will be present when the teams/activities they are sponsoring are in competition with another school or schools, unless their absence is approved by the Activities Director or Building Principal. This is to include traveling to and from competition.

The Activities Director will inform the Building Principal of all major changes prior to signing contracts.

The Activities Director will inform the Building Principal of all Saturday practices in all sports/activities.

All coaches/sponsors will notify the A.D. before canceling a scheduled practice for weather, rest, or whatever reason.

Because of the dangers of personal injury and law suits claiming negligence, the following acts will not be permitted at athletic and/or other extra-curricular activities: (Adopted 12/13/93)

Spectators shall be prohibited from rushing onto the playing surface at the conclusion of a contest.

Spectators shall be prohibited from continually standing and/or periodically jumping on the seats and footboards of pull-out bleachers.

Failure to follow these regulations will result in removal from the activity and possible legal action.