

# Bainville School Activities Handbook

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### Extra-curricular Philosophy

We believe student educational experiences are enhanced through involvement in a wide-variety of student selected activities. Participation in activities encourages students to become responsible to the school, the activity, the student body, the community, and the student themselves. These experiences maximize the student's education as involvement helps to fully develop those students involved. The extra-curricular activities are considered a tool to enhance the school's education programs which strive to provide experiences that will help develop boys and girls physically, mentally, socially, and emotionally.

To help achieve a balanced education, Bainville School will provide opportunities for youth to further develop interests and talents in sports, cheer/dance, journalism, band, choir, student government, and academic-related areas. Participation in these activities should provide many students with a lifetime basis for personal values for work and leisure activities.

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

Every effort shall be provided to support the activities program with safe facilities, equipment, and with qualified staff. Knowledge and skill gained through participation should be applied and developed further through involvement in the activity's program. Coaches, Activity Directors, and volunteers will 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.

Leadership (coach/advisor/volunteer) should be of the highest quality to exemplify to the participants the desired type of behavior to be developed from the extra-curricular program. Measurement of leadership success should not be terms of the tangible evidence of a win/loss record, but rather the intangible personally development factors that are an outgrowth of the major objectives of the extra-curricular program.

### Extra-curricular Goals

1. The extra-curricular program should develop and improve positive citizen traits among the program's participants.
2. The extra-curricular program should never place the total educational curriculum secondary in emphasis.
3. The extra-curricular program should constantly strive for the development of well-rounded individuals, capable of taking their place in modern society.
4. The extra-curricular program should provide wholesome opportunities for students to favorable habits and attitudes of social and group living.

5. The extra-curricular program should provide a superior program of student activities that include appropriate activities for every boy and girl.
6. The extra-curricular program should realize the value of participation without over emphasizing the importance of winning.

### ROLE OF THE ACTIVITIES DIRECTOR

It is the belief of Bainville School the Activities Director will be a positive influence in all activity areas. The Activities Director will be responsible for the following:

1. Organization and communication of activity schedules (coaches, office, officials)
2. Organization and communication of activity transportation
3. Evaluate coaches and enhance coach opportunities within our district
4. Assist in the coach hiring process
5. Assist and organize coach education opportunities
6. Keep an accurate record of inventory, assist in ordering materials
7. Keep an accurate financial record
8. Work with the Administration team on various issues
9. Attend District/Divisional/State meetings and trainings

### ATHLETIC DEPARTMENT PHILOSOPHY

All levels of athletics must learn their academic performance comes before their athletic performance. Sportsmanship both on and off the playing fields and courts are emphasized. TEAM: Together, Everyone Achieves More is paramount.

To develop success in each activity, coaches will work together to create guidelines of taught skill.

*Elementary level:* Skills taught in accordance with guidelines presented by the head coach of that sport. Athletes will be taught the need for discipline, responsibility, importance of classroom academic performance and behavior. Season length will be five to six weeks with practices held on Monday, Tuesday, Thursday, and Friday.

*Jr. High level:* Skills continue and improved from the elementary level in accordance with guidelines presented by the head coach of that sport. Opportunities will be given to all athletes who want to participate and demonstrate that want through practice and commitment. Playing time at this level will begin to lean to the more skilled player. It is our belief that the more advanced players would not be held back because of athletes that are not making a concerted effort to improve their skills. When feasible, however, games will be scheduled to enhance playing opportunities for all players.

*High School Level:*

*JV-squad:* Composed of juniors, sophomores, and freshman. Less skilled seniors may be added to the squad in order to provide adequate numbers for the squad. Players here are considered to be the best available to fill varsity positions in the coming year or may also fill varsity currently due to injury or

illness. Numbers need to be manageable to be able to provide quality instruction to all players.

*Varsity:* Composed of what is considered by the coaching staff the most skilled and experienced players available. These athletes should have a high desire to succeed and excel.

#### Dual Activity:

The Bainville School District believes dual participation in athletic activities often puts a strain on other areas of the student's involvement (academic, athletic, social/emotional). Therefore, at no time may students participate in dual MHSAA activity seasons that run simultaneously with the exception of Speech, Drama, Band, and Choir.

#### Coaching Application/Hire Procedure

Coaching applications may be picked up at the Bainville School office or found on line at [bainvilleschool.k12.mt.us](http://bainvilleschool.k12.mt.us)

It is the goal of Bainville School to promote student involvement in extra-curricular activities. In order to support the achievement of that goal, Bainville School will follow the following guidelines in hire coaches:

- Coaches will be observed by the Activities Director (AD) throughout the season. By the time of the first regularly scheduled board meeting after the end of the season, the coach and AD will meet to discuss the evaluation of the coach's performance including further contract plans.
- The AD and or Administration will then report this recommendation at the next regularly scheduled board meeting. The school board will decide to offer a contract to the current employee or request to advertise the position.
- If the position is posted, a panel consisting of the AD, Superintendent or principal, and one teacher with either previous coaching experience or college playing experience, and/or head coach currently staffed, and/or board member will interview all applicants for the position. The panel will make a recommendation for hire to the school board prior to the start of the activity. All assistant coach positions will have the head coach as a part of the interview panel.

#### Coach's Responsibility

Bainville School coaches are expected to conduct their teams in a professional manner. Coaches are expected to fulfill the following expectations:

1. Administration Roles
  - a. Coaches are expected to follow all policies and guidelines as outlined by Bainville School and MHSAA.
  - b. Each athlete must have a properly filled out Concussion Statement, Bainville School Training Rules form, Parent Permission form, Asthma Action Plan (if needed), and a current (June 1<sup>st</sup> of current year or more recent) signed physical before they are

allowed to practice.

- c. A copy of each athlete's physical must remain with a coach at all times, practice and games, in case of emergencies.
- d. Coaches must record practice attendance as MHSAA has a minimum practice requirement for each sport. Jr. High and Elementary athletes must participate in a minimum of three practices prior to contests.
- e. Coaches are responsible for equipment. Coaches will check out school issued uniforms or other equipment to athletes at the beginning of the season. Coaches also are responsible for the collection of the equipment at the end of the season.
- f. Coaches are also responsible for the cleanliness of the facility, including the locker rooms.
- g. Coaches must submit a practice schedule and team rules/expectations to the AD.
- h. Coaches are expected to keep a record or practice plan for each practice.
- i. Coaches are responsible for finding managers, statisticians, and book keepers.
- j. Coaches must provide the principal and AD information on all discipline problems using the school issued discipline referral forms.
- k. Each coach is responsible for filling out the season awards form. This form will be available from the AD at the conclusion of each season.
- l. Varsity coaches are responsible for calling in, faxing, or emailing scores to the Billings Gazette: ph. 1.800.543.2505, fax 1.406.657.1208, email [sports@billingsgazette.com](mailto:sports@billingsgazette.com).
- m. P-Card use: Coaches are expected to turn purchase receipts/invoices into the office immediately after a purchase is made.
- n. Head coaches are responsible for their program throughout the system.
  - i. There will be meetings with all coaches in each activity to discuss program development. Programs will create a written breakdown of skill progression.

## 2. Supervision

- a. Coaches are expected to supervise students at all times. Coaches are expected to report and identify hazing or bullying. If you see it, report it.
- b. Coaches will monitor locker rooms and practice areas.
- c. Coaches need to inspect the floor or field for safety purposes prior to activity.
- d. Coaches are expected to be on time for practice or competitions. Coaches are not to leave the building until all participants have left. When returning home from an event, the coach shall not leave until all participants have left the school premises.
- e. Only enrolled, eligible students are allowed to practice.

## 3. Communication

- a. If social networking is used, a generic username or public group must be used. Please refrain from connecting with students on personal accounts.
- b. Coaches are expected to interact in a positive manner with students to enhance student development of the skill.
- c. Coaches are expected to use the attached Parent Coach Communication Guide to

help set up communication expectations for communication with parents throughout the season.

- i. Conversation expectations will include the philosophy of the coach, expectations the coach has for his/her players/participants as well as the entire group, locations and times of all practices and competitions, additional team requirements such as fees, special equipment, etc., procedures for injuries of the child(ren), discipline, evaluation procedures and criteria for team selections, and requirements to earn a varsity letter.
  - d. Coaches are expected to communicate with the AD about equipment needs, student concerns or accolades, and program promotion.
  - e. Coaches are encouraged to organize summer activities and promote player development .
4. Coaching Certifications/Clinics
- a. All coaches, paid or volunteer, must view clinics in the following areas:
    - i. NHSF Coach Education Program: All coaches must be certified through the National High School Federation. All coaches (paid or volunteer) must complete the program prior to contact with students. Certification for the NFHS Program is good for five (5) years and the cost is \$35. The test is found at [www.nhsflearn.com](http://www.nhsflearn.com)
    - ii. NHSF Concussion Education: (Dylan Steigers Protection of Youth Athletes Act) All coaches (paid or volunteer) must complete the program prior to contact with students. Again, the program may be found at [www.nhsflearn.com](http://www.nhsflearn.com)
    - iii. MHSА Cultural Diversity: Coaches must view the Cultural Diversity training clinic found on [www.mhsa.org](http://www.mhsa.org)
    - iv. MHSА Sport Specific Rules clinic: All coaches must view the rules clinic specific to their sport. The clinic is found at [www.mhsa.org](http://www.mhsa.org)
    - v. Any fines incurred will come out of the pocket of the coach who did not fulfill these expectations.

### Coach's Checklist

#### Prior to First Practice

1. Obtain needed equipment and inventory from AD.
2. Ensure each athlete has a signed:
  - a. Physical
  - b. Concussion Statement
  - c. Parent Permission Form/Medical Release form
  - d. BHS Training Rules
3. Issue and record any equipment given to athletes
4. Turn in a copy of practice calendar to the office and AD

5. Turn in a copy of team rules to the AD
6. Communicate with office, AD, Parents, Students Preseason meeting time and date
  - a. Philosophy
  - b. Player Expectations
  - c. Calendar of practice and contest dates
  - d. Player Discipline
  - e. Evaluation for team selection

#### After First Practice

1. Ensure all forms are in the office and with AD
2. Provide team roster to office and AD
3. Fill out injury report on all injuries. Give a copy to the AD along with all notes. You keep a copy as well.
4. Varsity level, report contest results to Billings Gazette, Searchlight, Blue's News
5. Keep track of all Scholarship efforts for athletes
  - a. Cards/surveys returned
  - b. Phone Calls
  - c. Personal Visits
6. Keep individual practice records. Each athlete must have minimum practice requirements met to participate in a contest.

#### After Season (within 2 weeks)

1. Ensure all equipment is returned
2. Report any equipment in need of repair or replacement
3. Turn in equipment requests for next season
4. Turn in to AD awards report/form
5. Meet to review your evaluation of the season
6. Final Check issued when after season checklist is completed

#### Uniform Replacement Policy

Uniforms will be reviewed on a six (6) year rotation basis for possible purchase. Varsity uniforms are handed down to sub-varsity teams. Individual or replacement uniforms are ordered as needed.

#### Open Gym/Field Policy

Bainville School will comply with the expectations and guidelines as outlined by MHSA. Coaching and practice regulations are outlined in section 7 of the MHSA Handbook.

Pg. 41 Section 7, G:

1. The team coaching rule is suspended from June 1<sup>st</sup> through July 31<sup>st</sup>. this means a coach of a team sport can coach his/her players anytime, anywhere, during this

period.

2. Students cannot be required to attend out-of season practices, camps or contests.

### Team Size/Participation Limits

The following are recommended maximums for team numbers in the area of extra-curricular sports:

Football: 30      Volleyball: 24      Basketball: 24      Track and Field: No Maximum      Golf: 12

When teams approach the above levels, try-outs will be held.

Sub varsity programs will have one hired head coach. If participation numbers increase to thirteen (13) or more, Bainville School will hire an additional coach to serve as the assistant coach to the program.

The Intra Curricular Activities of FFA and BPA may be allowed an assistant advisor. Decisions will be made based on number of participants and availability of suitable candidate.

### 8<sup>th</sup> Grade Participation:

MHSA (Section 5.1 pg. 21 of MHSA handbook) has created guidelines for the use of 8<sup>th</sup> Grade students in High School Competitions. The following criteria may grant 8<sup>th</sup> Grade participation after MHSA approval:

Bainville School will petition with 8<sup>th</sup> Grade parents when:

1. Parents request to file 8<sup>th</sup> Grade Application to Play. This application may be found at the school office or online.
2. Participation of 8<sup>th</sup> grade students is necessary to field a Sub varsity team or Varsity team.

### Missed School, Practice, or Game

Bainville School believes regular school attendance is essential to make the most of the students' education.

Absences for school-sponsored activities are excused, but students are held responsible for the work missed. In order to participate in an extracurricular activity, including practice, students must be in school the full day of the event or the last full day prior to the activity if the activity falls on a non-school day. Exceptions may be made by the administration when prior written communication is provided (BHS Student Handbook, pg. 10).

### Co-op Agreements

Students participating in activities sponsored in a co-op agreement are expected to meet the expectations set by the cooperative school as well as maintain Bainville School expectations. There is no automatic assumption of transportation expenses for practice in another town by Bainville Public School. Generally, 5 participants will be needed for the district to consider assuming transportation costs for practice.

Current Co-op Agreements include: Speech and Drama-Culbertson; Wrestling-Sidney; Cross Country-Culbertson.

### Athletic Fee

An athletic fee will be assessed to all 7th -12th grade students who choose to participate in any athletic activity (volleyball, football, cross country, basketball, track, and golf). An individual athlete will be charged \$40 for each sport. There will also be a \$100 max for each family per year. The athletic fee must be paid prior to any participation by students. *Students eligible for free or reduced lunch will be exempt from this fee.*

### Concussion Protocol

It is the policy of the Bainville Public School athletic department that prior to the start of each athletic season all student athletes must complete or have completed an ImPACT baseline assessment. The ImPACT assessment establishes an athlete's "normal" cognitive baseline. When a concussion is suspected, a follow-up or "post injury" assessment is required to determine if the results have changed from the baseline. The results of the two assessments will assist in the "return-to-play" decision.

### Cheer/Dance Department

Bainville School sees Cheer and Dance as an opportunity to continue to grow a positive atmosphere at school events. Cheer/Dance creates opportunities for students to promote a healthy school environment and encourages students to become involved in a creative activity.

### Music Department

Bainville School will continue to offer Music classes to grades K-12. Students in grades 7-12 will be able to choose a music elective throughout their education. Students will be offered both band and choir. Both Band and Choir will offer opportunities to participate at MHSF Festivals.

### Student Government

Bainville School has many levels of school government. Classes are expected to hold elections of officers, organizations will also elect officers, and also the entire school will be governed by Student Council. Students in grades 7-11 will elect a President and Vice President, while classes and organizations will elect Student Council representatives.

### Journalism

Bainville School will continue to provide students with opportunities to create interest and practices in the field of journalism. These opportunities may be found in the journalism class, where students work as staff members or editors of the school's newspaper "Blues' News," or while students work to compile the school's annual.

## Academic Area Departments

Bainville School will provide extended classroom learning opportunities as planned by instructors and approved by Administration and School Board.

## Meal Policy

Teams and coaches are allowed per diem funds provided by Bainville School. The present student rates are: \$6.00 breakfast, \$8.00 lunch, \$10.00 dinner; and \$8.00, \$10.00, and \$14.00 for adults.

Meals will be provided for any overnight trip. Teams will be allowed per diem for each day of post season participation and travel.

## Overnight Accommodations

Teams requiring overnight accommodations will be made in clean and comfortable rooms. Teams playing in tournaments of longer than one day in duration and greater than 200 miles in distance from Bainville will merit overnight lodging. Coaches/advisors and/or administration will perform a bag check for these overnight experiences. Participants are expected to check in each bag with the supervising adult prior to leave time.

## Transportation Policy

The District will provide transportation of extra-curricular activities. Teams are provided like transportation. Bainville School will expect all riders to abide by the expectations stated under the headline *Transportation* in the Student Handbook. All participants must ride provided transportation. Exceptions may be needed because of various scenarios. All exceptions must have prior approval of AD and or administration. Coaches/advisors desiring to transport athletes in their personal car must follow district policy and have prior approval of the superintendent.

### *Exceptions Going to an Event*

- 1) The student must turn in a written request to the coach from the parent/legal guardian stating they would like their son/daughter to travel with them to an event. A brief explanation of why should be included.
- 2) The coach/advisor will then pass the request to the AD. The Activities Director will either grant or deny the exception.

### *Leaving After an Event*

- 1) Parents/Legal guardians may secure their student(s) from school supervision at the conclusion of any away event by signing a release form with the supervising school personal.
- 2) Parents/Legal guardians wishing to release their student(s) to another responsible adult (at least 21 years or older) will need to obtain written approval by coach/advisor and AD at least 1 day prior to leaving for the contest.

Coaches or Advisors transporting students in school issued transportation, including passenger vehicles, are prohibited from using cell phones while operating the vehicle.

### Family Night

According to BHS Policy, practices and meetings for High School activities will conclude no later than 6:00 pm on Wednesday nights throughout the school year. Jr. High and Elementary students will not participate in daily practice or meetings on this evening. State or conference scheduled activities are excluded from this policy. Events during Tournament weeks will be exempt from the 6:00 pm rule.

### Lettering Criteria

Bainville student/athletes will have opportunities to letter in the activities Bainville School provides. Students are expected to meet the following criteria as well as finish the season in good standing. Lettering criteria will be as follows:

Varsity Basketball: Students letter after participating in 50% of the quarters played by the team.

Varsity Volleyball: Students letter after participating in 50% of the games played by the team.

Varsity Track & Field: Students letter after qualifying for the Divisional track meet.

Varsity Golf: Students letter after qualifying for the State golf meet.

Cheer: Students may letter after participating in 50% of the Varsity games the squad cheered at.

Music: Students may letter after qualifying for State Solo & Ensemble festival.

Co-op Sports: Students may letter based on the coordinating school's criteria.

FFA: Students may letter by placing in the top 25% of an individual CDE or if the team places in the top 25% in state level contests, or by participating in 60% or more of the yearly FFA activities.

BPA: Students may letter by placing in the top 25% of an individual or team contest at a state level competition, or by earning the Ambassador Torch Award.

Lettering criteria may be adjusted based on coach request and approval of Activities Director.

### Injuries Procedure

The following basic emergency medical guidelines are to be implemented in the event of an athletic injury.

1. Coach in charge will make an immediate general assessment of the injury, checking for:
  - a. First, any sign of unresponsiveness
  - b. Second, ABCs (Airway, Breathing, Circulation)
  - c. Third, for gross deformities, i.e. apparent fractures

- d. Fourth, for general athletic injuries.
2. In the event of a serious injury, the coach-in-charge must decide whether or not to call an ambulance. DO NOT MOVE A SERIOUSLY INJURED ATHLETE!!!
  3. If contacting the emergency medical staff:
    - a. Coach-in-charge will designate an assistant or responsible athlete/manager to call the ambulance.
    - b. Coach-in-charge will stay with the injured athlete.
    - c. Callers are to give the following information to the dispatcher:
      1. Who is calling
      2. Where you are calling from (building)
      3. Phone number you are calling from
      4. What has happened
      5. Assistance being given
      6. Where to enter facility, if known
      7. Don't hang up until dispatcher does.
    - d. Callers report back to coach-in-charge.
    - e. Coach-in-charge will send a responsible person to meet the EMTs and guide them to the location of the injured person.
  4. Coach-in-charge will continue to give proper basic first aid procedures until qualified medical staff arrives and relieves the coach of that responsibility.
  5. A copy of the athlete's medical form should be available to be given to EMTs before leaving with the athlete.
  6. Contact the parents/guardians and notify them of the injury.
  7. Contact the AD and notify him/her of the injury.
  8. File a written report with secretary.

### Activity Eligibility

All of the following criteria must be met for students in grades 9-12 to participate in extra and intra-curricular activities (sports, speech, drama, music, FFA, BPA):

- Weekly eligibility, no failing grades (64 percent or below) are accepted.
- Must schedule and receive a 20 minute study session from each teacher where the grade is below a C. This includes grades of D and F. Failure to attend a study session will result in an automatic detention of 30 minutes.
- Eligibility will be a cumulative 9 weeks grade taken from each teacher Tuesday morning at 8:00 A.M. per the previous week's grade(s).
- Weekly eligibility begins Wednesday at 12:00 A.M. and ends the following Tuesday at 11:59

P.M.

- A failing quarter grade will render the student ineligible for 4 ½ weeks of the next quarter. At that time regular eligibility calculation resumes.

All of the following criteria must be met for students in Junior High to participate in extra and intra-curricular activities:

- Weekly eligibility, no failing grades (64 percent or below) are accepted.
- Must schedule and receive a 20 minute study session from each teacher where the grade is below a C. This includes grades of D and F.
- Eligibility for Junior High students will be calculated on a weekly basis only.
- Eligibility will be taken from each teacher Tuesday morning at 8:00 A.M. per the previous week's grade(s).
- Weekly eligibility begins Wednesday at 12:00 A.M. and ends the following Wednesday at 11:59 P.M.

## Training Rules

### BAINVILLE SCHOOL TRAINING RULES

The following Bainville High School and Junior High Training Rules will be adhered to by all members of extra-curricular and intra-curricular organizations as well as proper scholastic standing as defined in the student and MHSAA handbook.

Volleyball	Football
Girls' Basketball	Boys' Basketball
Girls' Track	Boys' Track
Girls' Golf	Boys' Golf
Cheerleading	Cross Country

Two weeks prior to all scheduled activities/events:

FFA	BPA
Band	Choir
Speech	Drama

- 1 Pt Curfew regulations follow the county curfew law for students under the age of 18:
  - a. Monday through Friday ----- 10:00 PM (MST)
  - b. Saturday & Sunday ----- 11:00 PM (MST)
- 2 Pts Use, possession, or conveyance of alcoholic beverages of any kind.
- 2 Pts Use, possession, or conveyance of tobacco.
- 4 Pts Use, possession, or conveyance of any type of illegal drugs.

All students must be in good standing with the law. If a student is not in good standing with the law, they will not be allowed to participate in any Bainville School activities pending the outcome of the due process procedures.

Hours may be extended by the coach and approved by administration (Athletic Director AND Superintendent) for special occasions prior to the occasion.

(Other rules, in consultation with the Superintendent, may be developed by the coach/advisor with points assigned accordingly.)

**Failure to comply with the above rules will result in the following penalty:**

1-3 PTS – suspension from playing/participating in all game(s)/event(s) for **one (1) calendar week**, but will remain a member by practicing . (Students will NOT be allowed to travel with the team/organization.)

4-6 PTS - suspension from playing/participating in all game(s)/event(s) for **three (3) calendar weeks**, but will remain a member by practicing . (Students will NOT be allowed to travel with the team/organization.)

7 PTS or more – dismissal from all Bainville School teams and organizations.

### Athletic Code of Conduct

**The following Bainville High School Expectations will be adhered to by all members of all athletic organizations. Participants will also be expected to be in proper scholastic standings as defined in Bainville School's student handbook as well the MHSB handbook.**

1 Pt Curfew:

Sunday through Thursday: 10:00 pm (Mountain)

Friday and Saturday: 11:00 pm (Mountain)

2 Pts Possession, use, association, or conveyance of alcoholic beverages of any kind.

2 Pts Possession, use, association, or conveyance of any form of tobacco.

4 Pts Possession, use, association, or conveyance of any type of illegal drugs.

All participants must be in good standing with the law. If a student is not in good standing with the law, they will not be allowed to participate in any Bainville School activities pending the outcome of the due process procedures.

\*\*Students must be in school the day prior to participation in practice or contests. Students may be excused if he/she completes and files a pre-make-up slip and has pre-approved the absence with the school administration AND coach. Failure to meet this expectation will result in a missed performance.

\*\*Curfew hours may be extended by the coach and approved by administration for special occasions

PRIOR to the occasion.

\*\*Other rules, in consultation with Administration, may be developed by the coach with points assigned accordingly.

***Failure to comply with the above rules will result in the following penalty:***

*1-3 PTS: suspension from participating in all competitions for 1 calendar week. Practice will be required during the duration of the suspension. Students will not be allowed to travel during this time.*

*4-6 PTS: suspension from participating in all competitions for 3 calendar weeks.*

*7 PTS or more: dismissal from all Bainville School athletic organizations*

# BAINVILLE STUDENT HANDBOOK SIGN-OFF

## 2016-2017 School Year

My signature on this document verifies my consent and understanding on the following documents:

1. I have received a copy of the **Bainville School Activities Handbook** for the 2016-2017 school year. I have read and understand the policies and procedures as outlined in the handbook and agree to follow and abide by said policies and procedures.
2. I have received a copy of the Bainville **School Identity Release Form** and agree to the terms outlined within.

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Name of Student(s)

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Parent Signature

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Date

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Student Signature

**PLEASE RETURN THIS SIGN-OFF SHEET TO THE OFFICE BY**

**MONDAY, AUGUST 29, 2016. THANK YOU!**