

QUILLAYUTE VALLEY SCHOOL DISTRICT ATHLETIC AND ACTIVITIES HANDBOOK



2026-27 SCHOOL YEAR

Respect, Integrity, and Commitment

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Chapter 1 – Introduction

Welcome to the 2026-27 Quillayute Valley School District Athletics & Activities Program

Welcome to the 2026-27 Quillayute Valley School District Athletics and Activities Program! We are excited to have your student participate in the many athletic and extracurricular opportunities available to our Spartans.

At Quillayute Valley School District, we believe athletics and activities are an important extension of the classroom. Participation provides students with opportunities to develop leadership, responsibility, resilience, teamwork, and self-discipline while creating lasting friendships and memories. These experiences help prepare students for success not only during their school years but throughout their lives.

The success of our programs depends on a strong partnership between our students, families, coaches, advisors, and school staff. We are committed to providing a positive, safe, and supportive environment where every participant is encouraged to learn, compete, grow, and represent our school with pride. Parents and guardians play an essential role by supporting, encouraging, and partnering with us throughout the season. Together, we can help every student have a meaningful and rewarding experience.

Open, respectful communication is a key part of that partnership. We encourage students, parents, coaches, and advisors to communicate honestly and proactively. Whether celebrating accomplishments or working through challenges, positive communication helps us support students and maintain strong relationships built on trust and mutual respect.

Sportsmanship remains a cornerstone of Quillayute Valley athletics and activities. We expect all participants, coaches, parents, and spectators to demonstrate respect, integrity, accountability, and fairness. The way we conduct ourselves—whether in competition, performance, practice, or in the community—reflects not only on ourselves but also on our teammates, our school, and the Forks community. By modeling these values, we strengthen our programs and create experiences that make everyone proud to be a Spartan.

Thank you for being part of the Quillayute Valley School District Athletics and Activities Program. We look forward to a year filled with growth, teamwork, achievement, and unforgettable experiences.

Have a great year, and...

Go Spartans!

Kyle Weakley

Assistant Superintendent / Athletic Director

Philosophy Statement

The Quillayute Valley School District recognizes that athletics and extracurricular activities are an integral part of a well-rounded education. These programs enrich the educational experience by providing students with meaningful opportunities to develop leadership, perseverance, teamwork, responsibility, resilience, and character in settings that extend beyond the classroom.

Participation encourages students to pursue excellence, build positive relationships, serve their school and community, and develop lifelong skills that contribute to personal growth and future success. Through these experiences, students learn the value of commitment, accountability, respect, and working toward a common goal.

Participation in athletics and extracurricular activities is a privilege, not a right. Students who choose to participate are expected to uphold high standards of conduct, academic achievement, citizenship, and personal responsibility while representing the Quillayute Valley School District.

Purpose of Athletics and Activities

The purpose of the Quillayute Valley School District Athletics and Activities Program is to provide students with safe, inclusive, and meaningful opportunities to learn, compete, perform, serve, and grow through participation in school-sponsored programs. Athletics and activities are designed to complement the district's educational mission by promoting student engagement, school connectedness, and personal development.

Students who participate represent their school, teammates, and the Forks community. As representatives of the district, participants are expected to model the Core Covenants of **Respect, Integrity, and Commitment** through their words, actions, and decisions at school, during travel, in competition or performance, and within the community.

Participation requires students to comply with all applicable district policies, Washington Interscholastic Activities Association (WIAA) regulations, league rules, and team or activity expectations established by coaches and advisors. The standards and procedures outlined in this handbook apply throughout each student's defined season of participation.

Programs Covered

All students participating in school-sponsored extracurricular athletics and activities are subject to the Quillayute Valley School District Student Athletic and Activities Handbook.

For the purposes of this handbook, **extracurricular athletics and activities** include, but are not limited to:

1. WIAA-recognized and sanctioned athletic and activity programs.

2. School-sponsored extracurricular activities, competitions, performances, and leadership organizations that receive partial or full district support.
3. Activities that require participation in practices, rehearsals, meetings, preparation, performances, competitions, or events outside of the regular school day.

Exclusions

This handbook does **not** apply to curricular activities that are part of a graded course of study. Activities that are required for a class, directly support classroom instruction, and are evaluated as part of a student's course grade are governed by classroom and district academic policies rather than this handbook.

Included High School Activities

The following Forks High School programs are considered extracurricular and are subject to this handbook, including but not limited to:

- All WIAA athletic programs.
- All non-graded extracurricular activities.
- FBLA
- FCCLA (district and state competitions)
- Mathletes
- Speech & Debate
- Powerlifting
- National Honor Society (NHS)
- Associated Student Body (ASB) Officers
- Cheer
- Drama
- Pep Band
- State Music Competition participants
- All Board-approved student clubs

Included Middle School Activities

The following Forks Middle School programs are considered extracurricular and are subject to this handbook, including but not limited to:

- All non-graded extracurricular athletics and activities.
- Pep Band
- Leadership
- Associated Student Body (ASB) Officers
- Drama
- All Board-approved student clubs

Activity Season

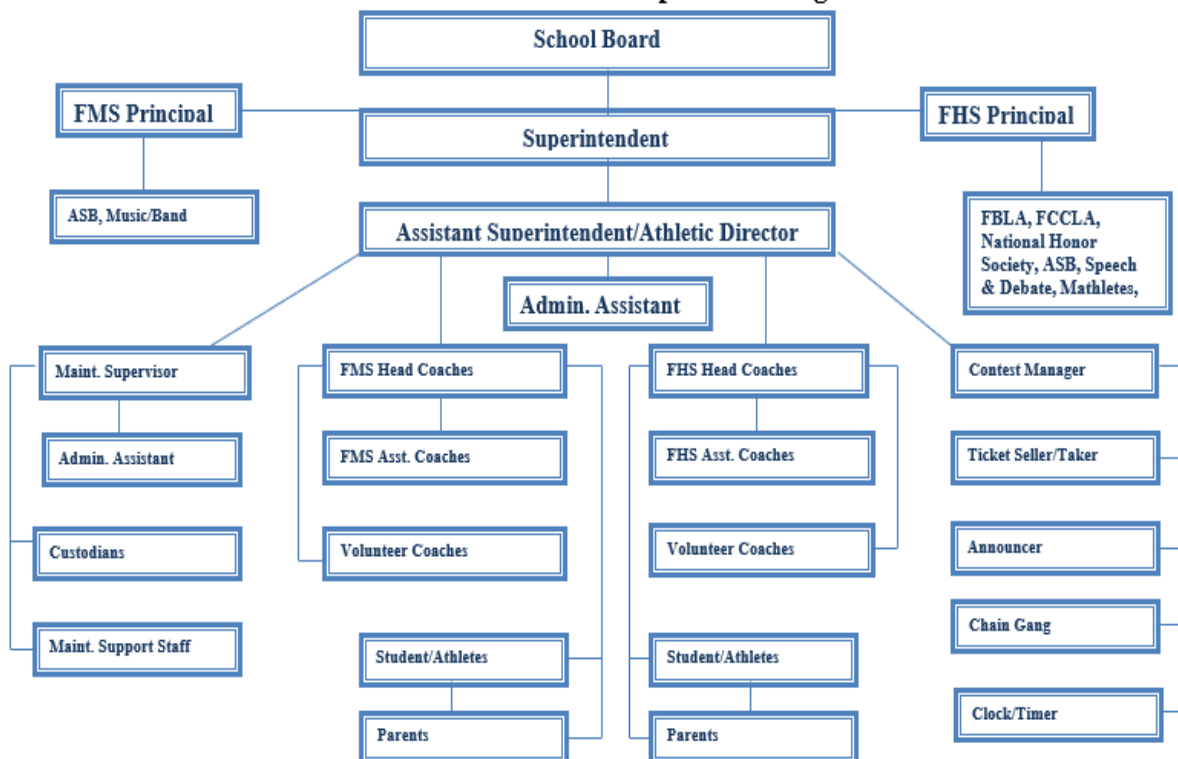
The expectations and requirements outlined in this handbook apply throughout a student's season of participation.

For the purposes of this handbook, the **season of participation** begins on the student's first day of practice, rehearsal, meeting, or participation, as established by the WIAA or the activity advisor, and concludes upon the completion of all season responsibilities, including one of the following:

1. The team's or activity's awards banquet, if held, or another official end-of-season date established by the coach or advisor.
2. The conclusion of the student's participation in district, league, regional, or state postseason competition, including travel associated with those events.
3. Any additional end-of-season responsibilities identified by the coach or advisor.

Chapter 2 – Department Organization

2026-27 –Athletic & Activities Department Organization



Roles and Responsibilities

The Quillayute Valley School District Athletics and Activities Program is a collaborative effort involving the School Board, Superintendent, principals, Athletic Director, coaches, advisors, students, parents, and community members. Each plays an important role in supporting a safe, educational, and positive experience for students.

School Board

The Board of Directors establishes the vision, policies, and governance for the district's athletic and activities programs. The Board adopts policies, approves budgets, authorizes programs, and ensures the district complies with state law and Washington Interscholastic Activities Association (WIAA) requirements. The Board entrusts the Superintendent with the administration of district operations.

Superintendent

The Superintendent provides overall leadership and administrative oversight of the district's athletics and activities programs. The Superintendent is responsible for implementing Board policy, allocating resources, supporting district goals, ensuring compliance with applicable laws, regulations, and district policies, and supervising district administrators, including the Athletic Director. The Superintendent is also responsible for the employment, supervision, and, when necessary, the discipline or dismissal of coaches and advisors in accordance with district policy, collective bargaining agreements, and applicable laws.

Athletic Director

The Athletic Director provides leadership and manages the day-to-day operation of the district's athletic and activities programs. Responsibilities include overseeing program administration, ensuring compliance with WIAA rules and district policies, supervising coaches and advisors, coordinating schedules and transportation, managing budgets and facilities, promoting sportsmanship, supporting student success, and working collaboratively with principals, coaches, students, families, and community members to provide safe, positive, and educational extracurricular experiences.

Building Principals

Building principals provide administrative leadership for athletics and activities within their schools. Principals support student participation, supervise school personnel, assist with student discipline and eligibility matters, promote a positive school culture, and collaborate with the Athletic Director to ensure programs align with district policies, educational goals, and the overall mission of the Quillayute Valley School District.

Chapter 3 – Student Participation Requirements

Eligibility

Quillayute Valley School District is a member of the Washington Interscholastic Activities Association (WIAA) and complies with all applicable eligibility requirements.

Coaches and advisors are responsible for informing participants of eligibility requirements. While some extracurricular activities are not governed by WIAA rules, those programs will operate under district policies and procedures and, when appropriate, use WIAA standards as a guiding framework.

Students participating in district-sponsored athletics and activities are expected to:

1. Comply with all rules, regulations, and policies established by the Quillayute Valley School District Board of Directors, the Washington Interscholastic Activities Association (WIAA), their league of participation, and all applicable team or activity rules established by coaches, advisors, and building administrators.
2. Understand that participation in athletics and activities may be suspended or revoked for failure to meet these expectations.

Activity Registration

Students must complete all required registration and eligibility requirements before participating in any practice, rehearsal, competition, performance, or other school-sponsored activity.

Registration requirements include:

- Completion of all required participation forms through **Final Forms**.
- Submission of any additional forms or documentation required by the district, coach, or activity advisor.
- For athletic participants (including cheer), a current WIAA-approved pre-participation physical examination, proof of required insurance coverage, and emergency contact information must be on file before participation.
- Students returning to athletics following an injury or illness that required medical treatment must provide written clearance from a licensed health care provider before resuming participation, in accordance with current WIAA regulations.

All required athletic registration forms can be completed online through **Final Forms**:

<https://quillayutevalley-wa.finalforms.com/>

Insurance

All athletic participants must have proof of medical or athletic insurance coverage before participating.

Students may enroll in the district-sponsored athletic insurance program if needed. Families choosing to use private insurance must complete any required waiver or verification forms.

Physical Examinations

Students participating in interscholastic athletics must have a current pre-participation physical examination that meets WIAA requirements before participating in practices or contests.

Unless otherwise required because of injury or illness, a physical examination is valid for twenty-four (24) consecutive months from the date of the examination, in accordance with current WIAA regulations.

Transportation

The district believes that team travel is an important part of the educational and team-building experience. School-provided transportation will be furnished to and from all contests, performances, and approved events whenever transportation is provided by the district.

The building principal or designee may approve alternate transportation arrangements when legitimate circumstances exist. Requests must be communicated to the coach or advisor before departure and must meet one of the following conditions:

- The student is transported by their parent or legal guardian; or
- The parent or guardian provides written permission for the student to ride with another responsible adult approved by the district.

Equipment & Uniforms

School-issued equipment remains the property of the Quillayute Valley School District.

Participants are responsible for the care, maintenance, and timely return of all equipment issued to them. Students who fail to return equipment, uniforms, or other school property may be assessed the replacement cost in accordance with district procedures.

Injuries and Medical Clearance

Student safety is the district's highest priority.

Participants are expected to:

- Immediately report all injuries or illnesses to their coach or advisor.
- Obtain appropriate medical evaluation when necessary.
- Submit a physician's written release before returning to participation following an injury or illness that required medical treatment, as required by WIAA regulations.

Coaches are responsible for completing required accident reports and submitting them to the Athletic Director or designee.

Attendance

Regular attendance at school, practices, rehearsals, meetings, contests, performances, and other activity-related events is essential to individual and team success. Participants are expected to attend school consistently and arrive on time for all scheduled team and activity functions.

School Attendance and Participation

Students must attend school to participate in athletics or extracurricular activities on that day.

- Students with an **unexcused absence** for all or any portion of the school day are **not eligible** to participate in practices, contests, performances, meetings, or other school-sponsored activities that day or on the following Saturday unless prior approval is granted by the Principal or Athletic Director.
- Students serving an **in-school suspension (ISS)** or **out-of-school suspension (OSS)** are not eligible to participate in or attend practices, contests, performances, or other extracurricular activities while serving their suspension.

Definition of an Absence

Attendance and absences are defined in accordance with **Washington Administrative Code (WAC 392-401-015)** and Quillayute Valley School District attendance policies.

A student is considered absent when they are not participating in required in-person or online instruction as defined by state law and district policy.

Excused Absences

Excused absences are determined in accordance with Washington State law and Quillayute Valley School District attendance policies. The principal or designee is responsible for determining whether an absence qualifies as excused.

Practice and Activity Attendance

Students are expected to attend all scheduled practices, rehearsals, meetings, and other team or activity functions.

When a participant must be absent or arrive late, they are expected to notify their coach or advisor as soon as reasonably possible and, whenever practical, **before** the scheduled activity. Coaches and advisors may establish additional attendance expectations specific to their program, provided those expectations are communicated to participants at the beginning of the season.

Appearance

Coaches and activity advisors may establish reasonable appearance and dress expectations that support safety, team unity, professionalism, and the goals of their program. Participants are expected to comply with those expectations while representing the school.

Letter Awards (High School Only)

Each high school coach or activity advisor will establish and communicate the criteria for earning varsity letters or other program awards at the beginning of the season.

To be eligible for awards, participants must:

- Complete the season in good standing.
- Meet all established program requirements.
- Remain in compliance with the Quillayute Valley School District Student Athletic and Activities Code.

Academic Recognition

WIAA Scholastic Awards Program

The WIAA recognizes teams and activity groups for outstanding academic achievement based on their cumulative team GPA (4.0 scale).

- **Distinguished Team Award:** Team GPA of **3.00–3.49**
- **Outstanding Team Award:** Team GPA of **3.50–4.00**
- **Academic State Champion:** The team with the highest GPA in its activity and classification.

Spartan Academic Recognition

Scholar Athlete Award (High School)

Awarded to students who:

- Earn a varsity letter in **three (3) sports** during the same school year; and
- Maintain a **3.50 or higher cumulative GPA**.

Recipients receive a **Scholar Athlete letter jacket patch**.

Spartan Scholar (Middle & High School)

Student-athletes who earn a **3.00 or higher GPA** during the most recent grading period (quarter or semester) will receive a **Certificate of Recognition**.

Pacific League All-Academic Team (High School)

Student-athletes are eligible if they:

- Maintain a **minimum 3.50 cumulative GPA**; and
- Are at least a **sophomore**, as freshmen have not yet completed a full high school semester.

Chapter 4 – Academic Eligibility

Purpose

The Quillayute Valley School District believes that participation in athletics and activities is a privilege that complements the educational experience. Academic success remains the highest priority for every student participant. The district's academic eligibility standards are designed to encourage student achievement while providing timely academic support when concerns arise.

Quillayute Valley School District follows all Washington Interscholastic Activities Association (WIAA) eligibility requirements. Students must meet all academic eligibility requirements established by the WIAA and the Quillayute Valley School District to participate in athletics and extracurricular activities. Academic achievement remains the highest priority for all students participating in athletics and activities. To remain eligible for participation, students must:

1. Meet all WIAA and Quillayute Valley School District academic eligibility requirements.
2. Comply with all team and activity academic expectations established by their coach or advisor.

WIAA Previous Semester Scholarship Requirement

To be eligible for interscholastic competition, students must satisfy the WIAA scholarship requirements established in Rule 18.8. Students must have met the minimum academic standard during the immediately preceding semester (or trimester, when applicable) to be eligible during the succeeding sport season.

The official semester record is considered final except for credits earned through an accredited summer school program accepted by the district. Summer school grades become part of the previous second semester transcript in accordance with district policy.

Incoming ninth-grade students are exempt from the previous semester scholarship requirement for their first fall season provided they meet all other WIAA eligibility requirements.

Quillayute Valley School District Academic Standards

In addition to WIAA requirements, Quillayute Valley School District requires students to maintain passing grades in all but one class.

Students must maintain passing grades in a minimum of:

School Schedule Minimum Passing Classes

4-period day	3 classes
5-period day	4 classes

School Schedule Minimum Passing Classes

6-period day	5 classes
7-period day	6 classes

Students who are failing more than one class at an official grade check will become academically ineligible until they regain compliance with district standards.

Grade Checks

Academic success is a shared responsibility among students, parents/guardians, teachers, coaches, advisors, counselors, and administrators.

Official grade checks will be conducted according to the district academic calendar by the Athletic Director for athletic programs and by the principal (or designee) for activities.

In addition to official grade checks, coaches, advisors, parents, and students are encouraged to monitor academic progress throughout each season. Students identified as academically at risk should communicate with teachers early and utilize available academic support resources.

For reestablishing eligibility following the first and third quarter grading periods, semester grades at the beginning of Terms 2 and 4 will be used. This practice provides students with a more accurate measure of overall academic progress toward earning course credit.

Academic Intervention (WIAA Rule 18.8.6)

Academic intervention is intended to help students regain academic standing while maintaining a strong connection to their team or activity.

Academic Probation

Academic probation is a period during which a student remains eligible to compete while academic progress is closely monitored.

High school students, and eighth-grade students participating at the high school level, who fail to meet the previous semester scholarship requirement at the conclusion of the school year shall begin the fall season on academic probation.

The probation period extends from the beginning of the fall season through the fourth Saturday in September.

Students who demonstrate compliance with WIAA and district academic standards by the conclusion of the probation period shall be removed from probation and continue participating without restriction.

Academic Suspension

Academic suspension is a period during which a student may continue to attend practices, meetings, conditioning sessions, and team activities but may not participate in interscholastic contests or performances.

If a student does not meet the required academic standards at the conclusion of the probation period, the student shall be placed on academic suspension.

Suspension periods are as follows:

High School

- Fall: Three (3) weeks immediately following the probation period.
- Winter and Spring: Five (5) weeks following the end of the semester, in accordance with WIAA Rule 18.8.6.

Middle School

- Fall, Winter, and Spring: Three (3) weeks following the beginning of the succeeding semester.

Students become eligible immediately upon completion of the suspension period provided they meet district and WIAA academic standards.

Students who do not meet WIAA regular attendance requirements are not eligible for fall academic probation and shall be placed directly on the required WIAA suspension period.

Running Start Eligibility

Running Start students remain eligible through Quillayute Valley School District and must satisfy all WIAA and district eligibility standards.

A current Running Start Contract must be on file annually with the principal or designee.

For eligibility purposes:

- One five-credit college quarter course equals one high school credit.
- One three-credit college semester course equals one high school credit.

Running Start students must maintain the equivalent number of credits required by district policy and will be monitored under the same eligibility standards as all other students.

Running Start students participating in club athletics at the post-secondary institution for a corresponding WIAA-sanctioned sport forfeit interscholastic eligibility in that sport.

Official Grade Check Calendar

The following official grade check dates establish academic eligibility throughout the school year.

Forks High School

September 1 st	School Begins
October 1 st	(1 st Midterm) – Lose participation right in next scheduled competition(s) until grades reflect one F or better.
November 3 rd	(1 st Quarter Ends) – Lose participation right in the next scheduled. Competition until grades reflect one F or better.
December 10 th	(2 nd Midterm) – Lose participation right in the next scheduled competition(s) until grades reflect one F or better.
January 26 th	(1 st Semester Ends) – WIAA – Lose participation right for five (5) weeks. at Forks Senior High School, lose participation right for three (3) weeks at Forks Middle School.
March 6 th	(3 rd Midterm) – Lose participation right in the next scheduled competition(s) until grades reflect one F or better.
April 2 nd	(3 rd Quarter Ends) – Lose participation right in the next scheduled. competition(s) until grades reflect one F or better.
May 13 th	(4 th Midterm) – Lose participation right in the next scheduled competition(s) until grades reflect one F or better.
June 11 th	(2 nd Semester Ends) – WIAA – Lose participation right for five (5) weeks. (last Saturday in September) at Forks Senior High School; lose participation right for three (3) weeks at Forks Middle School.

Running Start

September 2 nd	School Begins
November 3 rd	(1 st Midterm) – Lose participation right in the next scheduled Competition until grades reflect passing 2.5 credits.
December 9 th	(1 st Trimester Ends) – WIAA – Lose participation right for five (5) weeks. at Forks Senior High School.
January 4 th	(2 nd Trimester Begins).
February 11 th	(2 nd Midterm) – Lose participation right in the next scheduled competition(s) until grades reflect passing 2.5 credits.
March 19 th	2 nd Trimester Ends) – WIAA – Lose participation right for five (5) weeks. at Forks Senior High School.
April 5 th	(3 rd Trimester Begins).
May 6 th	(3 rd Midterm) – Lose participation right in the next scheduled competition(s) until grades reflect passing 2.5 credits.
June 21 st	(3 rd Trimester Ends) – WIAA – Lose participation right for five (5) weeks. (last Saturday in September) at Forks Senior High School

Appeal Process

Students who believe extenuating circumstances have affected their academic eligibility may request a conference with the Athletic Director to review their situation.

The Athletic Director may consult with school administration, counselors, teachers, and coaches before deciding. All decisions shall remain consistent with WIAA regulations and Quillayute Valley School District policy.

Chapter 5 – Student Conduct & Athletic/Activity Code

Purpose

The Quillayute Valley School District Student Conduct and Athletic & Activities Code establishes the standards of behavior and expectations for students participating in school-sponsored athletics and extracurricular activities. Participation in these programs is a privilege that carries additional responsibilities beyond those expected of the general student body.

This code is designed to promote good sportsmanship, personal responsibility, academic success, leadership, and respect while providing a safe and positive environment for all participants. It outlines the expectations for conduct, the consequences for violations, and the procedures used to ensure fair and consistent application of district policies and Washington Interscholastic Activities Association (WIAA) regulations.

Students who choose to participate in athletics and extracurricular activities are expected to represent themselves, their team, their school, and the Quillayute Valley community with integrity, respect, and commitment always.

Conduct Expectations

To participate in district-sponsored athletics and activities, students must:

- Adhere to all participation requirements outlined in this handbook.
- Refrain from the unlawful use, possession, sale, distribution, or being under the influence of alcohol, anabolic steroids, illegal drugs, tobacco products, nicotine products, or other controlled substances throughout their athletic or activity season.
- Demonstrate positive leadership by removing themselves, as soon as it is safe to do so, from situations where alcohol, tobacco/nicotine products, or illegal drugs are being unlawfully used by others.

Sportsmanship

Sportsmanship is a fundamental expectation of the Quillayute Valley School District Athletics and Activities Program. All participants are expected to demonstrate respect, integrity, self-control, and good character while representing their school, teammates, and the Forks community.

Students are expected to:

- Treat teammates, opponents, officials, coaches, advisors, spectators, and event staff with dignity and respect.
- Demonstrate honesty, fairness, and integrity in both victory and defeat.

- Display self-control and appropriate behavior at practices, contests, performances, meetings, and school-sponsored events.
- Follow the rules of the game or activity and accept the decisions of officials and judges with respect.
- Encourage teammates and contribute to a positive, inclusive, and supportive team or activity culture.
- Refrain from taunting, bullying, hazing, intimidation, profanity, unsportsmanlike conduct, or behavior that reflects negatively on themselves, their team, or the district.
- Represent the District's Core Covenants of **Respect, Integrity, and Commitment** at school, during travel, at competitions and performances, and within the community.

Unsportsmanlike conduct or behavior that violates district policies, team or activity expectations, league rules, or Washington Interscholastic Activities Association (WIAA) regulations may result in disciplinary action, including suspension or removal from participation, as determined by the coach, advisor, Athletic Director, principal, or other appropriate school administrator.

Substance Abuse Policy

The Quillayute Valley School District is committed to promoting healthy choices and supporting students in making responsible decisions. Participation in athletics and extracurricular activities is a privilege, and students who choose to participate are expected to remain free from the unlawful use, possession, distribution, or being under the influence of prohibited substances throughout their season of participation.

The district recognizes that substance use is both a health and safety concern. While violations will result in disciplinary consequences, the district also emphasizes education, intervention, and opportunities for students to learn from their mistakes.

Prohibited Conduct

Students participating in athletics and extracurricular activities shall not knowingly:

- Use, possess, purchase, distribute, or sell alcoholic beverages.
- Use, possess, purchase, distribute, or sell tobacco products, nicotine products, electronic cigarettes, or vaping devices.
- Use, possess, purchase, distribute, or sell cannabis or marijuana in violation of state or federal law.
- Use, possess, purchase, distribute, or sell controlled substances, legend drugs, or prescription medications without a valid prescription or contrary to the prescribed use.
- Be under the influence of any prohibited substance while participating in or representing the school.

First Violation

A first substance-related violation will result in:

- Immediate suspension from interscholastic competition and extracurricular performances for **14 calendar days**.
- Required completion of a district-approved educational intervention program.
- Eligibility to participate in practices or rehearsals during the suspension only with approval of the principal or designee and while actively participating in the required intervention program.
- Any additional educational or restorative conditions deemed appropriate by the principal or designee.

Second Violation

A second substance-related violation will result in suspension from all district-sponsored athletics and extracurricular activities for **one calendar year** from the date of the violation.

After completing the current season and the next consecutive athletic or activity season, the student may request reinstatement by submitting a written request to the principal or designee. The request must include evidence that the student has addressed the behavior leading to the suspension through educational, counseling, or treatment services.

The Athletic and Activity Review Board will review the request and make a recommendation to the principal regarding reinstatement. Reinstatement is not guaranteed.

Third Violation

A third substance-related violation will result in permanent loss of eligibility to participate in Quillayute Valley School District athletics and extracurricular activities.

Serious Substance Violations

Violations involving controlled substances, the unlawful use or distribution of prescription medications, the manufacture or distribution of prohibited substances, or conduct that poses a significant risk to the health or safety of others may result in more severe disciplinary action, including suspension for the remainder of the current season or longer, regardless of whether the violation is a student's first offense.

The principal or designee shall determine the appropriate consequence after considering the nature and severity of the violation, student safety, applicable district policies, and current WIAA regulations.

Voluntary Self-Referral

Students are encouraged to seek assistance for substance use concerns before a policy violation occurs.

A student who voluntarily seeks help from a parent, coach, advisor, counselor, administrator, or other school staff member before being identified for a violation may be referred to appropriate school or community support services. Voluntarily requesting assistance will not, by itself, constitute a violation of this policy but does not exempt a student from future consequences for subsequent violations.

Additional Administrative Authority

The principal or designee may require participation in educational programming, substance abuse assessment, counseling, treatment, community service, restitution, or other restorative measures as conditions for continued participation or reinstatement.

Nothing in this policy limits the district's authority to impose additional disciplinary action for violations of the Student Code of Conduct, criminal conduct, or other applicable district policies.

Violations accumulate throughout the student's high school eligibility unless otherwise modified by the Athletic and Activity Review Board.

Chapter 6 – Parents & Families

Communication

The Quillayute Valley School District believes strong partnerships between families, coaches, advisors, and school staff are essential to the success of our students and programs. Parenting and coaching are both challenging and rewarding responsibilities. By establishing a clear understanding of each role, we can better support one another and provide the most positive experience possible for our student-athletes and participants.

When students become involved in a Quillayute Valley School District athletic or extracurricular program, parents and guardians have the right to understand the expectations, goals, and standards of that program. This partnership begins with clear, timely, and respectful communication from coaches and advisors.

Communication Expectations

One of the Quillayute Valley School District's goals is to provide timely, accurate, and meaningful information to students and families. Effective communication is built on trust, respect, and a willingness to listen. The district recognizes that two-way communication is essential to resolving concerns, strengthening relationships, and creating successful programs.

The following communication process should be followed when addressing questions, concerns, or conflicts related to athletics or activities:

1. **Student-athlete/participant communicates directly with the coach or advisor** (when appropriate)
2. **Parent/guardian communicates directly with the coach or advisor.**
3. **Parent/guardian communicates with the Athletic Director or appropriate administrator if the concern remains unresolved.**

This process is designed to encourage direct communication, problem-solving, and respect for all individuals involved.

24-Hour Communication Guideline

The Quillayute Valley School District recognizes that athletic and activity experiences can create strong emotions for students and families. To promote productive conversations and maintain respectful relationships, parents and guardians are encouraged to allow **24 hours following a contest, event, or practice** before initiating communication regarding concerns involving emotionally charged situations.

This time allows students, parents/guardians, coaches, and advisors the opportunity to reflect and approach conversations with the goal of understanding, problem-solving, and supporting student growth.

After the 24-hour period, parents/guardians should follow the established communication process by first contacting the coach or advisor directly. Concerns should be addressed respectfully and with the goal of supporting the student and the overall success of the program.

This guideline does not apply to concerns involving **student safety, emergencies, harassment, discrimination, or other matters requiring immediate attention.**

Communication Parents/Guardians Should Expect from Coaches and Advisors

Coaches and advisors will provide information regarding:

- Program philosophy and expectations
- Goals for student-athletes/participants, teams, and the season/activity
- Practice, contest, and event schedules, including locations and times.
- Program requirements, including equipment needs, conditioning expectations, and additional activities.
- Safety procedures, including injury protocols.
- Team/program rules, guidelines, and consequences for violations
- Lettering or award criteria, when applicable
- Team selection and participation expectations

Communication Coaches and Advisors Expect from Students and Parents/Guardians

Students and families are expected to communicate:

- Schedule conflicts as far in advance as possible.
- Illnesses, injuries, or concerns that may impact participation.
- Questions or concerns in a timely and respectful manner.

Resolving Concerns

Participation in Quillayute Valley School District programs provides students with many rewarding experiences. However, there may be times when students or families have concerns, questions, or disagreements regarding decisions made within a program.

When concerns arise, respectful and direct communication with the coach or advisor is encouraged. Open dialogue allows all parties to better understand each other's perspectives and work toward resolution.

A conference between the student, parent/guardian, and coach/advisor may be appropriate when concerns cannot be resolved through initial communication. When a conference is needed, all parties should approach the conversation with the goal of supporting the student and improving the program experience.

Appropriate Topics to Discuss with Coaches and Advisors

Parents/guardians are encouraged to discuss:

- The treatment and well-being of their student.
- Ways their student can improve or grow within the program.
- Concerns regarding their student's behavior or experience.
- Questions regarding program expectations and communication.

Topics Determined by Coaches and Advisors

Parents and guardians should understand that coaches and advisors are responsible for making decisions based on their professional judgment and what they believe is best for the entire team or program.

The following areas are determined by the coach/advisor and are not subject to parent or participant decision-making:

- Playing time or participation opportunities.
- Team selection and roster decisions.
- Team strategy and tactics.
- Play calling or event decisions.
- Decisions involving other student-athletes or participants.

It can be difficult when a student does not receive the role, playing time, or opportunities they hoped for. Coaches and advisors make these decisions based on many factors, including team needs, student performance, effort, preparation, attendance, attitude, and program expectations.

Parent/Guardian Code of Conduct

The Quillayute Valley School District values the partnership between families and our athletic/activity programs. Parents and guardians play an important role in creating a positive environment for all students. Families are expected to:

- Support and respect the commitment your student has made to the program.
- Remind your student that your support is unconditional regardless of outcomes.
- Demonstrate respect for coaches, advisors, officials, teammates, opponents, and school staff.
- Serve as a positive role model through words and actions.
- Communicate concerns in a constructive and respectful manner.
- Encourage positive behavior and sportsmanship from others.
- Maintain appropriate emotional control at practices, competitions, and events.
- Recognize and respect your student's individual abilities and development.
- Help your student establish realistic goals and work toward improvement.
- Emphasize effort, growth, teamwork, and learning over winning.
- Support a safe environment for training, competition, and participation.

- Avoid placing personal athletic experiences or expectations on your student.
- Encourage and support all members of the team or program.
- Remember that education, character development, and student well-being are more important than wins and losses.

Parent/Student Notification and Acknowledgement

The Quillayute Valley School Board recognizes that participation in athletics and extracurricular activities involves certain inherent risks. Parents and guardians will be informed of potential risks associated with participation in each activity, including risks that may exist despite appropriate supervision, training, and safety procedures.

Rules, expectations, and consequences related to violations of the Athletic and Activities Code will be provided to students and families prior to participation.

A mandatory informational meeting will be held during each athletic/activity season for parents and guardians of students participating in athletics and extracurricular activities. Students and parents/guardians will complete electronic acknowledgment through Final Forms confirming that they have reviewed, understand, and agree to follow the Quillayute Valley School District Athletic and Activities Code.

Coaches and advisors will review applicable expectations, procedures, and program-specific information with participants prior to the beginning of each season/activity.

Pre-Season Parent/Guardian Meetings

The purpose of pre-season parent/guardian meetings is to provide timely, accurate, and consistent information regarding program expectations and opportunities for family support. These meetings help strengthen partnerships, promote communication, and reduce misunderstandings throughout the season.

Topics may include, but are not limited to:

- Program philosophy and goals.
- Expectations for student-athletes/participants.
- How parents and guardians can support their student and the program.
- Attendance expectations.
- Eligibility requirements, required forms, and fees.
- Safety expectations and injury procedures.
- Nutrition, health, and wellness information.
- Equipment expectations and care.
- Athletic and Activities Code expectations.
- Sport/activity-specific information.
- Coach/advisor availability and communication procedures.
- Practice, competition, and event schedules.
- Criteria for awards, recognition, or lettering (when applicable).

Chapter 7 – Coaches & Advisors

Transfer and Foreign Exchange Students

The Quillayute Valley School District follows all Washington Interscholastic Activities Association (WIAA) rules and guidelines regarding the eligibility, participation, and enrollment requirements for transfer students and foreign exchange students.

Students transferring to the district or participating through a foreign exchange program must meet all applicable WIAA, district, and program eligibility requirements before participating in athletics or extracurricular activities.

Training

All coaches and advisors must be properly trained, qualified, and approved for their assigned position prior to working with students. Coaches and advisors are expected to understand and follow the expectations, policies, procedures, and responsibilities associated with their assignment.

A coaching/advising guide outlining position responsibilities, expectations, and required procedures will be provided to each coach/advisor. The district will provide or facilitate required training opportunities to ensure coaches/advisors meet applicable certification and safety requirements, including first aid training as required by the Washington Interscholastic Activities Association (WIAA 23.0.0).

Coaches and advisors are expected to maintain all required certifications and complete additional professional development as assigned by the district or Athletic Director.

Volunteer Coaches/Advisors

Volunteer coaches and/or advisors may serve as assistants only with prior approval and authorization from the Quillayute Valley School District.

Volunteer coaches/advisors serve under the supervision, direction, and authority of the assigned head coach, supervising staff member, and Athletic Director. Volunteers are expected to follow all district policies, WIAA requirements, program expectations, and standards of conduct established for all coaches and advisors.

(Reference: WIAA 23.1.0)

Coach/Advisor Code of Conduct

All coaches and advisors play an important role in the development of students and the success of Quillayute Valley School District programs. Coaches and advisors are expected to conduct themselves in a manner that reflects the highest standards of professionalism, leadership, sportsmanship, and commitment to student growth.

All coaches and advisors shall:

1. **Model and reinforce behaviors aligned with the District's Core Covenants of Respect, Integrity, and Commitment.**
2. **Conduct themselves professionally** and serve as positive representatives of the school district, program, and community.
3. **Create a positive and inclusive environment** where all students are valued, supported, and encouraged to develop.
4. **Serve as positive role models** by demonstrating appropriate behavior, communication, sportsmanship, and decision-making.
5. **Teach and develop fundamental skills, teamwork, leadership, responsibility, and character.**
6. **Promote respect for equipment, facilities, uniforms, and school property by emphasizing proper care and responsible use.**
7. **Demonstrate good judgment and maintain appropriate coaching behaviors** during practices, competitions, travel, and all program-related activities.
8. **Promote ethical behavior, integrity, and accountability among student-athletes and participants.**
9. **Encourage students to pursue excellence while demonstrating humility, respect, and dignity in both victory and defeat.**
10. **Establish and maintain a positive team/program culture focused on student growth, safety, and success.**
11. **Provide meaningful educational experiences that support students' personal, physical, social, and emotional development in an inclusive and diverse environment.**
12. **Prioritize the health, safety, and welfare of participants** by following appropriate training practices, injury prevention procedures, and district safety expectations.
13. **Promote and support the overall athletic/activity program** through positive relationships with students, families, staff, administrators, and the community.
14. **Work cooperatively with other coaches, advisors, and staff members** while supporting the success of all district programs.
15. **Demonstrate hospitality and respect toward visiting teams, coaches, officials, participants, and spectators.**
16. **Respect officials' decisions, judgment, and interpretation of rules** and model appropriate responses for students.

17. **Address inappropriate behavior, violations of team/program expectations, and poor sportsmanship promptly and appropriately, including discipline or removal from participation when necessary.**
18. **Support district-approved organizations and partnerships** that contribute positively to school programs, including booster organizations and community supporters.
19. **Demonstrate commitment to the program and district by fulfilling assigned responsibilities and supporting the direction of the Athletic Director, head coach, and district administration.**

Coaches and advisors understand that participation in Quillayute Valley School District programs is a privilege, and their actions, communication, and decisions must consistently reflect the best interests of students and the district.

Chapter 8 – District Policies

Nondiscrimination Statement

The Quillayute Valley School District (QVSD) does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender expression or identity, creed, religion, age, veteran or military status, disability, or the use of a trained dog guide or service animal by a person with a disability and provides equal access to the Boy Scouts and other designated youth groups. QVSD is committed to creating and maintaining environments in which students, faculty, staff and visitors can work, study and recreate free from all forms of prohibited discrimination and discriminatory harassment. If you have experienced an act of discrimination or harassment, including sexual harassment or sexual discrimination, please contact QVSD's Section 504 Coordinator, Title IX Coordinator, and compliance coordinator for state civil rights laws, Kyle Weakley at 411 S. Spartan Ave. Forks, WA 98331, 360-374-6262 x367, or at kyle.weakley@qvschools.org.

Title IX

The Quillayute Valley School District is committed to providing all students with an educational environment that is free from sex-based discrimination, including sexual harassment, sexual assault, dating violence, domestic violence, stalking, and retaliation, in accordance with Title IX of the Education Amendments of 1972 and applicable state and federal laws.

Discrimination or harassment based on sex is prohibited in all district educational programs and activities, including athletics and extracurricular activities. Students, employees, volunteers, and members of the public who believe they have experienced or witnessed conduct that may violate Title IX are encouraged to report their concerns promptly.

Reports of sex-based discrimination or harassment will be addressed in accordance with District Policy and Procedure 3205, District Policy and Procedure 3207, and other applicable district policies and procedures. The district will respond promptly, equitably, and appropriately to all reports while providing supportive measures and protecting the rights of all parties involved.

Questions regarding Title IX or reports of potential violations should be directed to the District's Title IX Coordinator.

Reporting Procedures

The Quillayute Valley School District encourages students, parents/guardians, employees, volunteers, and members of the public to promptly report concerns involving discrimination, harassment, sexual harassment, bullying, hazing, retaliation, or other conduct that may violate district policies or federal or state law.

Reports may be made to a coach, advisor, principal, the Athletic Director, the District's Title IX Coordinator, or any other trusted school employee. Any district employee who receives a report or becomes aware of conduct that may constitute a violation of district policy or Title IX is required to promptly notify the appropriate district administrator or Title IX Coordinator so the matter can be addressed in accordance with district policies and procedures.

The district will respond promptly and impartially to all reports, take appropriate steps to stop, prevent, and remedy prohibited conduct, and provide supportive measures when appropriate. Individuals who report concerns or participate in an investigation are protected from retaliation. Reports will be handled as confidentially as possible while allowing the district to conduct a thorough investigation and fulfill its legal obligations.

Additional information regarding reporting procedures, supportive measures, and the complaint resolution process is available in the Quillayute Valley School District's Title IX, Civil Rights, and Nondiscrimination policies and procedures.

[Harassment or Discrimination Reporting Form](#)

Harassment or Discrimination Reporting Form

The Quillayute Valley School District policy prohibits discrimination on the basis of sex in any educational program or activity. If you believe you have been subjected to harassment or discrimination, please complete this form or submit a letter with the same information.

Reporter Name: _____

Email address: _____

Phone Number: _____

Incident Date/Time, if known: _____

Location, if known: _____

Primary Concern (Required), please explain as clearly and neatly as possible, what happened and when, why you believe it happened, and the harassment/discrimination that occurred. Please indicate who was involved and any other persons. Please use additional sheets if necessary:

Persons involved, please list any persons whom we may contact for additional information to support or clarify your report:

Name	Address	Telephone #
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Signature)

(Date)