



MARIAN

**ACTIVITIES  
HANDBOOK  
2021-2022**

**Marian High School's activities program has been developed to complement our religious and academic mission in developing a balanced Christian woman.**

**A student who becomes involved in activities is better prepared to make a positive contribution to her community. Her involvement helps her to recognize and accept her own strengths and weaknesses as well as those of others.**

**This Activity Handbook applies to the NSAA Sanctioned Activities of Music, Speech and Journalism, as well as Marian's Cheerleading, Dance Team, Fall Musical and Spring Play participants.**

**Responsibilities to the school**

By being a member of an activity, she has the responsibility to her school to always do her best and always follow the guidelines set forth by the school. As a member of Marian activities, you are representing your school and your community. You automatically assume a leadership role when you are in an activity. The student body, our community, and other school communities judge our school on your conduct and attitudes. Because of this leadership role, you can contribute to our school spirit and community image. You must have high standards for your own performance and a devotion to the activity.

## **Core Values**

### **Empowerment**

Coaches/Moderators will strive to empower students to be leaders in and out of the classroom. Parents will allow their daughters to grow through participation at Marian by allowing them to handle their successes and failures with the activity and coaches/moderators.

### **Compassion**

Marian's activities will demonstrate compassion by recognizing opportunities to help others within their activity, their school and the community.

### **Service**

Activities are an opportunity for a student to serve her school and her community. Volunteering in the community or for school-related events is considered part of the character of a Marian student.

### **Spirituality**

One way for Marian coaches/moderators and students to proclaim their spirituality is through prayer. Each Marian activity will pray before each competition. Retreats that include a spiritual component are highly encouraged for the activity.

### **Marian Identity**

Being part of Marian's activity program is an opportunity to model the Mary-like virtues and conduct ideally expected of all Marian girls. Being a humble winner, and losing with grace are all considered representations of Mary's values.

### **Community**

Marian activities are a community-building experience. The community starts with team building and spreads throughout the school. Coaches/moderators, students and parents are expected to positively represent the Marian community in words and actions.

## **GENERAL POLICIES, GUIDELINES AND INFORMATION**

### **Participation and Attendance**

When school is in session, a team member is not allowed to practice or compete in a contest that day unless she is in school one-half day (**the last four blocks for an eight period day or last two blocks on a four block day**). A student may not leave school ill and then return for practice or to compete in a contest. Attendance at a school-sponsored activity, a dental or doctor appointment or attendance at a funeral are exceptions.

Students are expected to be at all practices scheduled by the coach/moderator. Should a student not be able to attend a practice she must contact the coach/moderator at least 24 hours before the scheduled practice. Exception: when a student is absent from school because of sickness or emergency, the 24-hour rule is waived, but she should contact the coach/moderator as soon as possible. Most coaches/moderators appreciate knowing the reason why the student is absent from school and the length of time the student will be missing practices and contests. All students are always

expected to be on time - in fact, ahead of time - for all practices, contests, and departures for contests.

### **Activities and Academics**

Students who are on academic probation (failing two classes during a semester) will also be on activity probation.

Coaches/moderators will monitor the student's grades during progress reports and quarter grades. Failure to raise these grades will result in suspension from activities until the coach/moderator has determined that course requirements and passing grades are being maintained. Coaches/moderators reserve the right to adopt a higher standard of academic requirements at the beginning of their season.

### **Conflicts in Extracurricular Activities**

An individual student, who attempts to participate in several extracurricular activities, will undoubtedly, be in a position of a conflict of obligations. The Athletic/Activities Department recognizes that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities, and to this end, will attempt to schedule events in a manner to minimize conflicts. Students have a responsibility to do everything they can to avoid continuous conflicts. This would include being cautious about belong to too many activities where conflicts are bound to happen.

It also means notifying the coach/faculty sponsors involved immediately when a conflict does arise. When a conflict arises the coach/sponsors will work out a solution so the student does not feel caught in the middle. If a solution cannot be found, the Athletic/Activities Director will make the decision based on all of the following:

- The relative importance of each event.
- The importance of each event to the student.
- The relative contribution the student can make.
- How long each event has been scheduled.
- Talk with parents.

Once the decision has been made and the student has followed that decision, the coach/sponsor will not penalize her. If it becomes obvious that a student cannot fulfill the obligation of a school activity, she should withdraw from that activity.

### **Dismissal and Probation**

A student who is placed on school disciplinary probation (accumulating 20 points through Marian's Review Board Point System) will be dismissed from the activity for the remaining school year.

### **Code of Conduct (when school points are less than 20)**

The coaching/moderators and school administration expect our students to meet certain standards:

**General Conduct** - All students will follow coaches'/moderators' decisions concerning behavior, practice schedules, participation, coaches'/moderators' other expectations, and all guidelines in the activity handbook. Any student failing to follow the guidelines set forth by the coach/moderator, activities director, or principal and not following the activity handbook is subject to suspension and/or removal from leadership positions and/or participation in the activity program.

**Discipline and Self-Responsibility** – Being a member of a Marian activity group means you are accountable not only to yourself but also to your teammates and coaches/moderators/directors. You are a public representative of our school and your team.

If a member of any activity receives 10 disciplinary points at any time during the school year, the following disciplinary actions will be taken:

- The coach/moderator will withhold the student from the next competition or performance.
- For every two points after ten, a consequence will be assigned to the student at the discretion of the coach and activities director.
- A student who has ten points will not be allowed to travel to any competition that involves an overnight stay. This includes State and National competitions.
- If a student receives twenty points, she will immediately be removed from the activity. A student with twenty points will not be allowed to try out for dance or cheer in the spring of that school year.

**Use or possession of tobacco products, alcohol, or illegal drugs** – Use or possession of vaping devices or substances, tobacco products, alcohol, or illegal drugs will not be tolerated. Anyone using or possessing these products during their activity's season will have the following sanctions:

**FIRST OFFENSE: Two week suspension from all practices and competitions. This would include not travelling with the activity if a trip occurs in those two weeks.**

**REINSTATEMENT PROVISIONS:**

- If alcohol or illegal drugs are involved, the student must complete an alcohol or drug evaluation from a registered counselor at the student's expense, and a copy of the report must be given to the Athletic/Activities Director as well as the Dean of Discipline.

- The student who violates the above policy may be subject to additional consequences. Including, but not limited to: writing a report on the dangers of alcohol, tobacco or illegal drugs, meeting with school counselor on a regular basis or participating in a specialized behavior contract.

**SECOND OFFENSE: Immediate expulsion from the Marian sports teams for 45 school days.**

**REINSTATEMENT PROVISIONS:**

- Conference with parents and athlete.
- Completed drug, alcohol, and tobacco evaluation.
- Complete activities as decided upon by school administration.

**Out of season use or possession of alcohol, tobacco, or illegal drugs**

- Alcohol, illegal drugs, vaping substances, or tobacco use or possession during the student's off-season will affect the student's health and conditioning and is a detriment to her development. Students should not jeopardize their opportunities by using these illegal substances. Knowledge of these illegal activities may be used in the decision making process by the coaches when tryouts are held.

**The school discipline policy ALWAYS supercedes the Activities Code of Conduct. A student placed on school disciplinary probation will be dismissed from ALL activity programs for the entire school year.**

**Eligibility for Journalism, Instrumental and Vocal Music, and Speech**

The school follows the eligibility requirements established by the Nebraska School Activities Association.

2.2.1 Student must be an undergraduate.

2.2.2 After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.

2.3.1 Student is ineligible if nineteen years of age before August 1 of current school year. (Student may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)

2.4.1 Student must be enrolled in some high school on or before the eleventh school day of the current year.

2.5.1 Student must be enrolled in at least twenty hours per week and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.

2.5.2 Student must have been enrolled and received twenty hours in school the immediate preceding semester.

### **Physical Examination - Parental Consent – for Cheerleading and Dance Team -**

**All Dance team members and cheerleaders will be required to submit a new physical and parental consent form to the athletic department dated after May 1, 2021, by July 1<sup>st</sup>, 2021 before they are allowed to participate in any required tryouts, practices, or competitions.**

*You must complete the parental consent and signatures on the Marian form, even if you have a different form from your physician.*

**Please contact Head Athletic Trainer Melissa Brusnahan at 402-934-1204 with any questions.**

### **Student Transportation Policy**

Marian will provide transportation to after school, off-campus competition sites and practices based on availability of vehicles, drivers and location of competition or practice. All drivers must be employees of the school, who meet all state guidelines for drivers, as well as the qualifications established by the insurance carrier for Marian. School owned/provided vehicles will be used to transport students.

Marian assumes no responsibility for students who use their personal vehicles to arrive at competitions or practices. The sponsor of the activity will provide for and approve the method of travel of each and every member student to and from the event. Students are not allowed to drive outside the Omaha Metro area. If students are going to be driving themselves and other students to practices and competitions, she must have a Marian parking hangtag. A valid driver's license and proof of insurance must be provided to the front office at the beginning of each year. Students must travel with the activity group to and from all events unless the parent personally takes the student from the event and written notice is given to the coach/moderator.

Students are not allowed to ride in a coach's personal vehicle.

Parents/students who choose to use a personal vehicle to transport students other than their child(ren) for school sponsored events are expected to hold liability insurance on their vehicle. In the event Marian has requested such transportation, the insurance liability remains with the vehicle of transport.

Please see the Athletic-Handbook for student-athlete transportation policy.

### **Charter Busses and Hotels**

For a few State events, a team may stay in a hotel. All team members are required to stay with the team and follow the team itinerary.

### **Tryouts for Cheer, Dance, Musical and Play**

Tryouts will be held for positions on the cheer squads, dance team, musical and play. Coaches and directors will review the requirements for tryouts with the prospective students who are participating in tryouts. Students are expected to check for conflicts with athletic teams and outside commitments prior to tryouts. Once team members or casts are selected, students are expected to fulfill the role they have been selected for.

### **Procedure for students/parents who have a concern**

1. Have the student meet with the coach/moderator to discuss

concerns. If the student and the coach/moderator cannot reach a consensus, the next step would be the following:

2. Email the coach/moderator and arrange a time that the coach/moderator can discuss the concern. This meeting can take place over the phone or in person at the discretion of the coach/moderator. Please do not talk to the coach/moderator before or after a practice or performance if a prior appointment has not been made. The student will be present for this meeting as well. If you cannot reach a consensus with the coach/moderator, the next step would be the following:

3. Contact the athletic/activity director to set up a meeting to discuss the concerns. The athletic/activity director will contact the coach/moderator and the student to gather information for the meeting. If you cannot reach a consensus with the athletic/activity director, the next step would be the following:

4. Contact the principal. The principal may confer with the athletic/activity director, coach/moderator and student to gather information before the meeting.

### **Locker Decorations**

Promotion of Marian's activities is limited to locker decorations only. Magnets only are to be used to attach the pre-made locker decoration. Locker decorations are allowed prior to District or State Competitions only. Please coordinate the decorating of the lockers with your team's coach or moderator. \*\*\*No glitter is allowed on any locker or other decorations hung in the school.\*\*\*

Signs may be ordered and placed in the driveway at Marian for State competition. These signs are purchased by the parents.

## ***Professional Boundaries Between Employees/Coaches and Students***

This information is included in the Faculty-Staff and Coaching handbooks.

**NOTICE:** This policy is required by Nebraska law pursuant to Neb. Rev. Stat. § 79-879. This policy must be signed or otherwise acknowledged annually by each school employee.

### **Definitions:**

**"Grooming"** means building trust with a student and individuals close to the student in an effort to gain access to and time alone with the student, with the ultimate goal of engaging in sexual contact or sexual penetration with the student, regardless of when in the student's life the sexual contact or sexual penetration would take place;

**"School employee"** means a person nineteen years of age or older who is employed by a public, private, denominational, or parochial school approved or accredited by the State Department of Education. School employee also includes any person who is contracted with, or otherwise paid by the school or parish and who has access to or interaction with students, including all student teachers or interns.

### **Discipline for Violations:**

A violation of this policy or any violation of professional/safe environment boundaries is misconduct and may result in disciplinary action, up to and including termination.

A violation of this policy by a school employee with an educator's permit or certificate may result in a referral to the State Department of Education. Consequences include suspension or revocation of the employee's permit or certification.

A violation of this policy may result in revocation of a school employee's safe environment certificate.

A violation of this policy involving sexual or other abuse will result in referral to the Department of Health and Human Services or local law enforcement.

### **Prohibited Activities:**

All school employees are prohibited from violating professional boundaries with any student.

All school employees are prohibited from engaging in grooming behavior with any student.

All school employees are prohibited from engaging in any relationship that involves sexual behavior, sexual contact, or sexual penetration with a student while the student is enrolled at the school and for one year after the student graduates or otherwise ceases enrollment.

The following is a non-exclusive list of actions that will be regarded as a violation of the professional/safe environment boundaries that all school employees are expected to maintain with all students. **In addition, repeatedly engaging in any of these activities or a combination of these activities with the ultimate goal of engaging in sexual behavior, sexual contact, or sexual penetration with the student, regardless of when in the student's life the sexual behavior, sexual contact, or sexual penetration would take place, are examples of grooming as defined in this policy and are unacceptable:**

1. Using e-mail, text messaging, social media, or other electronic means to communicate with students on any matters or subjects that do not pertain to school or school-related activities. School or school related activities include, without limitation, student homework, in class activities, virtual instruction, school sponsored sports or clubs, or any other school-sponsored activity.
2. Engaging in any kind of behavior or communication that could be reasonably construed as a sexual

advance or a response in any positive manner to a student's sexual advance.

3. Being alone with a student anywhere with a closed door without a transparency plan in effect.
4. Showing a student any inappropriate or sexually suggestive material.
5. Telling jokes to a student with sexual themes or making sexually suggestive comments.
6. Invading a student's physical privacy when the school employee's duties do not require her/him to be in that location. For example, being present in a locker room when the school employee has no duty to be there.
7. "Friending" students with a personal social media account.
8. Initiating unwanted physical contact with a student.
9. Treating one student differently from other students either by providing privileges or failing to enforce school policy or impose other disciplinary action.
10. Discussing an educator's private personal matters with a student and inquiring about a student's private personal matters when there is no basis for concern about the student's health and safety.
11. Providing rides to a student in an employee's personal vehicle unless another safe-environment certified adult is present.
12. Meeting alone with a student outside of school for any reason.
13. Giving or receiving gifts to or from one student. A gift to a class or the same gift to a group of students is not prohibited.
14. Consuming alcohol in the presence of any student when the student's parent or guardian is not present.
15. Providing alcohol or illegal drugs or unauthorized drugs or medication to a student under any circumstances.
16. Any other behavior which could exploit the unique position of trust and authority between a student and employee.

**Exceptions to the above prohibited activities include:**

1. Communications or actions with the school employee's own children or relatives.
2. An emergency situation that affects the student's immediate health or safety.
3. An unplanned chance encounter at a public place.

**Permissible methods to communicate with students outside of school:**

1. Use of the school-approved email system or educational software to ensure transparency.
2. Text messages that include at least one other school staff member or one of the student's parents or guardians.
3. Use of social media through a school-approved social media account as a coach or supervisor of a school-sponsored sport, club or activity, provided the communication is not one-to-one communication.

**Permissible ways to engage with students when the employee has concerns about the student's well-being:**

1. Contact the guidance counselor or school principal and ensure the student's parent or guardian is aware of your concerns.
2. Contact the student's parents or guardian if the concern does not relate to the parent or guardian.
3. If you believe the student has suffered child abuse or neglect, contact the Nebraska Department of Health and Human Services Child Abuse Hotline (1-800-652-1999) or local law enforcement.

**Reporting Grooming or Professional/Safe Environment Boundary Violations:**

If any school employee has reason to believe another school employee has violated this policy, the school employee shall notify the President, Principal, Assistant-Principals or counselors of the school as soon as possible, but within 24 hours. If any school employee has reason to suspect that another school employee is grooming a student or has repeatedly engaged in the above prohibited activities, the school employee shall report the conduct to the President, Principal, Assistant-Principals or counselors.

After making the report to the Principal, the school employee and Principal shall co-report the grooming or repeated engagement in prohibited activities to the following:

1. The Nebraska Department of Education;
2. The Nebraska Department of Health and Human Services; and
3. Local law enforcement.

**Records Retention:**

The school employee shall document the reporting to each of the above entities by recording the date and time the report was made and the person to whom the report was given. The school employee shall provide a copy of her/his documentation of the above reports to the Principal of the School. The Principal shall keep such reports electronically or in hard copy so that they are readily available to any investigative authority.

**Relationship to Omaha Archdiocesan Safe Environment Policies:**

This policy does not alter or replace the Omaha Archdiocesan Safe Environment Policies which remain in effect and are applicable to school employees.

**NOTICE: Nothing in this policy should be construed to replace or alter a school employee's legal obligation to report suspected child abuse or neglect pursuant to Neb.**



**Rev. Stat. § 28-711.**

Reprisal or retaliation for good faith reports made by students or school employees is strictly prohibited.

It is the responsibility of each person in the building to ensure a safe environment and report any questionable behavior to the Principal.



