

## **INSTRUCTION**

### **Student Activities and Honors**

#### **Extracurricular Activities—Virginia High School League (VHSL) Interscholastic Activities**

This regulation supersedes Regulation 3860.7.

#### **I. PURPOSE**

To provide a procedure for eligibility, scheduling, registering, and financing of the VHSL interscholastic activities at the high school levels.

#### **II. SUMMARY OF CHANGES SINCE LAST PUBLICATION**

- A. Section III.B. annual reporting provision to the school board has been removed.
- B. Section VI.D. procedure for deleting VHSL sponsored interscholastic activity has been updated.
- C. Section VII.F. clarity has been provided regarding funding requirements for club sports.
- D. Attachment B has been revised to accurately reflect current club sports. Freshman field hockey has been added, and boys volleyball has been removed.
- E. Recognition of Concussion Education as been added to Attachment C.

#### **III. SCHEDULING OF ACTIVITIES AND ELIGIBILITY**

##### **A. Eligibility**

1. Students wanting to participate in any extracurricular VHSL interscholastic activities must be in good standing and under no type of suspension.
2. Students participating in VHSL activities must comply with all lawful requirements of that organization. Eighth grade students may not participate in high school VHSL activity or athletic programs.
3. Parents have the right to decline permission for their son or daughter to participate in any extracurricular activity.

##### **B. Scheduling**

1. VHSL interscholastic activities should be organized so that interruptions of the instructional program are avoided or minimized.
2. VHSL interscholastic activities should not be permitted to interfere with the individual's required instructional activities of students and staffs.

#### **IV. REGISTRATION OF VHSL ACTIVITIES**

##### **A. Registration**

Any new VHSL interscholastic activity at a school shall be registered each year with the principal or his or her designee on the Registration of Student Activity form (Attachment A), which shall be submitted by the principal to the director of student activities and athletic programs for review before such activities may be conducted in a school.

##### **B. Notice to Parents**

Each high school shall provide parents with annual notice of all active VHSL interscholastic activities at the school and of the right of parents to decline permission for their child to participate in one or more such activities. Principals shall maintain an updated accessible list of all student VHSL interscholastic activities at the school throughout the school year and periodically shall remind parents of the existence of the list.

#### **V. PROCEDURE FOR ADDING A NEW VHSL-SPONSORED INTERSCHOLASTIC ACTIVITY**

##### **A. Recommendation**

High school principals shall be responsible for monitoring student interest in VHSL activities.

1. When sufficient student interest is indicated in a new VHSL activity at a majority of the high schools, the principals, in consultation with the director for student activities and athletic programs and with the concurrence of the cluster assistant superintendents, may make a recommendation to the Division Superintendent regarding the addition of that interscholastic club sport to the athletic program. Only those interscholastic sports listed on the current VHSL membership form will be considered.
2. All recommendations regarding new VHSL and interscholastic club sports shall address the following factors:
  - a. Student interest.
  - b. Facility availability.
  - c. Staffing capability.
  - d. Funding capability.

e. Available community programs.

**B. Approval**

If sufficient funds are available to permit adding a new activity, the Division Superintendent will review the principal's recommendation. If the Division Superintendent concurs, he or she will forward the recommendation to the School Board for action. Each recommendation shall be accompanied by an examination of the impact on existing activity, staff members and the facilities required.

**C. Currently Approved Interscholastic Activities and Interscholastic Club Sports.**

All currently approved VHSL-sponsored interscholastic activities and approved VHSL interscholastic sports are listed in Attachment B.

**VI. PROCEDURE FOR DELETING A VHSL-SPONSORED INTERSCHOLASTIC ACTIVITY**

**A. Assessment**

High school principals shall be responsible for ongoing evaluation of the following factors as they pertain to school athletic programs:

1. Student interest.
2. Facility availability.
3. Staffing capability.
4. Funding capability.
5. Available community programs.

**B. Recommendation**

When high school principals, in consultation with the director of student activities and athletic programs and with the concurrence of the cluster assistant superintendents, agree that an athletic activity no longer meets the needs of students in Fairfax County Public Schools, a recommendation may be forwarded to the Division Superintendent that such an activity be deleted from high school interscholastic offerings.

**C. Approval**

The Division Superintendent shall review the recommendation of the principals and, if he or she concurs, forward the recommendation to the School Board for action.

**D. Procedure when VHSL removes club sport from VHSL membership form.**

Any club sport that FCPS has recognized for longer than five years, and is removed from the VHSL membership form may remain a FCPS club sport provided that:

1. Approval of the Division Superintendent.
2. The club sport meets all current VHSL rules and standards.
3. The club sport meets all current FCPS rules and standards.
4. The club sport meets any National Federation of High Schools (NFHS) or other national governing body rules and standards.
5. Proof of (at a minimum) equal catastrophic insurance to that provided by VHSL coverage. All catastrophic insurance premiums are the responsibility of the individual school club sport or a parent organization.

## **VII. FINANCING OF THE INTERSCHOLASTIC ATHLETIC PROGRAM**

Subject to available funds, the School Board will be responsible for the following costs of VHSL-sponsored interscholastic athletic activities:

- A. Coaching/activity supplements, except for club sports.
- B. The School Board shall provide and maintain the facilities required in conducting the interscholastic activity program except for golf courses, swimming pools, rifle ranges, crew storage areas and crew practice and competition sites. Swimming pool rental fees shall be provided by the School Board.
- C. Except for club sports, transportation, to include transporting of all teams:
  1. To and from practice sessions held away from the school site.
  2. To and from contests.
- D. Maintenance of facilities to include the following school board owned items:
  1. Running tracks (including jumping pits and shot put and discus areas).
  2. Tennis courts.
  3. All field areas.
  4. Bleachers.
  5. Press boxes.
  6. All indoor facilities.
  7. Public address systems.

E. Except for sports, all start-up requirements related to the addition of new sports to be approved for the Fairfax County Public Schools athletic program are to include the following items:

1. Initial uniforms and warm-up suits (home and away, when appropriate).
2. Initial equipment.
3. Initial supplies (balls, bats, medical supplies, etc.).

F. Financing of interscholastic club sports is the responsibility of the participants. Club sports must meet all the VHSL requirements for recognition and must be listed on the VHSL membership form except as noted in this regulation.

#### **VIII. LETTER AWARDS—SCHOOL GUIDELINES**

Each high school shall establish a committee made up of the director and the assistant director of student activities, the appropriate coach or sponsor, selected students, and the principal or his or her designee to review the school guidelines for letter awards. Following this review, written guidelines shall be developed and adopted for each activity that sponsors letter awards.

#### **IX. RULES, POLICIES, AND REQUIREMENTS—NOTIFICATION OF ATHLETES**

All athletic coaches shall be required annually to complete and submit to the director or assistant director of student activities one copy of Attachment C to ensure that all athletes are aware of the participation requirements.

Attachments

FAIRFAX COUNTY PUBLIC SCHOOLS

**Registration Application for an Extracurricular Student Activity  
 High and Middle School**

Please print all information.

Check one as appropriate-

- request to registrar club or activity      **Name of Club/Activity:** \_\_\_\_\_
- request to registrar a VHSL activity
- activity-forensics, debate, scholastic bowl, one-act play
- sport
- club sport-crew, rifle, Freshman field hockey

Name of School \_\_\_\_\_ Name of faculty sponsor/coach \_\_\_\_\_

1. Brief description of club/activity/sport


2. Purpose of club/activity/sport


3. Membership size-estimate

4. Grade levels

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4. Number of meetings per year-estimate

5. Meeting place

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6. Activities the club/activity or sport anticipates for the coming year


7. Modes of transportation if travel is involved in club/activity/sport

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Application reviewed and supported by (signature as appropriate):

Director of student activities (signature) \_\_\_\_\_  
 or  
 After-school program specialists (signature) \_\_\_\_\_

Approval of principal \_\_\_\_\_

Date of submission \_\_\_\_\_

**NOTE-**

For a club or activity to be considered for approval, the following criteria must be met:

- Provide to school administration a written list of potential members
- Provide to school administration draft club constitution and by-laws

For an interscholastic sport activity, the sport must be recognized by the VHSL and FCPS and listed on the VHSL membership form with the exception as provided in this regulation.

**PLEASE RETURN THIS COMPLETED FORM BY PONY TO: DIRECTOR, STUDENT ACTIVITIES AND ATHLETIC PROGRAMS, SUITE 5100, GATEHOUSE ROAD**

For central office only:

\_\_\_\_\_ Approved      \_\_\_\_\_ Not approved      Reason(s): \_\_\_\_\_

\_\_\_\_\_  
 Director of student activities and athletic programs      Date

Please note the following regulations:

- R1375, Charity Drives
- R3866, MS & HS Non-VHSL Activities
- R5790.2, Field Trips—Planning, Conducting, Financing

R5810.7, School Activity Funds Management

**Fairfax County Public Schools  
 VHSL Recognized Extracurricular Student Activities  
 High School**

<b>FALL SPORT</b>	<b>WINTER SPORT</b>	<b>SPRING SPORT</b>	<b>NON ATHLETIC ACTIVITIES</b>
<b>Football</b>	<b>Swim/dive</b>	<b>Baseball</b>	<b>Forensics</b>
<b>Golf</b>	<b>Indoor track and field</b>	<b>Softball</b>	<b>Debate</b>
<b>Field hockey</b>	<b>Basketball</b>	<b>Lacrosse</b>	<b>One-act play</b>
<b>Cross country</b>	<b>wrestling</b>	<b>Soccer</b>	<b>Scholastic bowl</b>
<b>Cheerleading</b>	<b>Cheerleading</b>	<b>Track and field</b>	<b>Creative writing</b>
<b>Volleyball</b>	<b>Gymnastics</b>	<b>Tennis</b>	<b>Publications evaluations</b>

<b>*Club sports</b>
<b>Freshman Field Hockey</b>
<b>Rifle-winter</b>
<b>Crew-spring</b>

**\*Club sports are VHSL recognized (with the exception as provided in this regulation) and operate under all applicable FCPS and VHSL policies and regulations. Club sport financing is the responsibility of the participants.**

**Fairfax County Public Schools**  
**-Preseason Checklist-**

The following items are to be discussed with all athletes. Return this form to the director of Student Activities no later than \_\_\_\_\_. Note: All students must have the following paperwork completed and turned in to the coach or student activities office prior to tryout: **VHSL Athletic Participation, Parent Consent, Physical Examination Form** (give to the school's athletic trainer regardless of whether the student makes the final team roster) and the FCPS **Emergency Care Card**.

Sport: \_\_\_\_\_ Level(s): Varsity \_\_\_\_\_ JV \_\_\_\_\_ Fr. \_\_\_\_\_

<b>Items to Be Discussed</b>	<b>Date Discussed</b>
1. Individual Virginia High School League eligibility requirements. (see page 1 of VHSL form)	
2. FCPS and local school extracurricular participation policies--student and parent or guardian written acknowledgement needed.	
3. Individual team and coach's rules and expectations. Reviewed by DSA prior to distribution.	
4. Tryout expectations, requirements, and criteria. Criteria should be in writing and follow FCPS guidelines.	
5. Expectations on attendance at practice and events to include holidays and weekends.	
6. Practice and event schedules to include Saturdays and holidays.	
7. Awards and lettering requirements. Criteria should be in writing, follow FCPS guidelines, and be reviewed by DSA.	
8. The importance of time management, good study habits and academics. Share FCPS procedures for monitoring the academic progress of students involved in athletics	
9. Information on good personal health care to include steroid use, sport drinks, supplements, weight loss and gains, and sleep.	
10. The importance of good sportsmanship.	
11. Hazing and acceptable behavior in and out of school.	
12. Communication. School hot lines, web sites, Keep in Touch.	
13. Concussion Education	

**CERTIFICATION**

All items have been discussed with athletes.

Additionally, we have read and understand School Board Regulation 4430, Conflict of Interest.

**All coaches must sign-**

Varsity coach's signature \_\_\_\_\_  
 JV coach's signature \_\_\_\_\_  
 Freshman coach's signature \_\_\_\_\_  
 Assistant coach's signature \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_