
RICEVILLE TRAP TEAM



HANDBOOK

2026

Updated (9/30/2025)

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1. Welcome

Welcome to the Riceville Trap Team. Our team is officially approved by Riceville Community High School to participate in the USA Clay Target League.

Student athletes who have earned their firearms safety certificate are eligible to practice and compete weekly in a spring and/or fall season “virtual” competition against other schools throughout the League. Events are conducted at a shooting range near the school’s location and scores are submitted and compared online against other school teams within their conference.

This handbook outlines the processes, policies, and expectations that the Riceville Trap Team and it's participants must adhere to. The team's leadership the right to make alterations in, or amendments to, this handbook at any time without notice, whenever it is deemed to be in the best interest of the team.

The League's three primary objectives - in order of importance - are safety, fun, and marksmanship.

Thank you for being a member of our team.

2. Mission Statement

Riceville Trap Team (“RTT”) has a mission of educating and training its registered student athletes in the extracurricular activity of clay target shooting sports. RTT will provide education and training to those qualifying students that live within or attend school within the Riceville School District for the purpose of providing opportunities to those student athletes, so they understand and experience the safe handling of firearms while competing in socially acceptable shooting sports. Through this, the organization strives to emphasize a co-educational, safe, ethical, respectful, chemical free, dignified, and positive learning experience. Participation is a privilege, not a right.

3. USA Clay Target League

The RTT will participate in the USA Clay Target League (League) - a non-profit organization that is the independent provider of clay target shooting sports as a coed and adaptive activity for secondary and postsecondary schools. All team student athletes, their families, and team staff members must abide to all League policies. For more information, visit www.usaclaytarget.com.

4. Team Communications

It is vitally important for all team participants to communicate important and accurate information regularly.

Here are the following communication methods the team will use to contact you:

School JMC/social

Team Facebook Account

Text

Team Snap Chat

It is expected that all participants will monitor their team's communication tools and keep their contact information updated in the League's ClayTargetGo! management system.

5. Season(s) Competition

See Appendix A for schedule

6. Registration Fees & Payment

There are fees associated to participate with the Riceville Trap Team and must be paid per the team's deadlines.

USA Clay Target League Registration Fee: \$40

Includes: USA Registration

Due: At time of registration.

USA Clay Virtual Tournament Fee: \$25

Due: At time of registration

Team Participation Fee: \$400

Includes: Uniform, Team Hat, Team Pull over, Ear Plugs, Shells, Clays, Shell Pouch, and Entry Fees

Need: Eye Protection & 12 Gauge Shotgun

Due: On or before first practice. If you are unable to cover all of this fee up front or find a 12 gauge shotgun to use, please discuss options with head coach.

7. Refund Policy

The Riceville Trap Team adheres to the following policy regarding financial refunds.

- Refunds can be issued prior to the end of spring registration.
- Athletes unable to participate after the season begins may qualify for a refund as determined by the team's leadership.
- A refund request must be made in writing.
- Any athlete that is suspended or released from the team due to violation of school policy, team policy, or school or team code of conduct will not be eligible for a refund.
- All refunds must be approved by team leadership.

8. Gun-Free Zone School Policy

All members of the RTT must strictly adhere to the schools Gun-Free Zone Policy. (Riceville School Weapons Policy : Appendix B)

9. Student Athlete Eligibility

Students that meet the team eligibility requirements listed below may be eligible to register with the team.

Requirements include:

1. Age/Grade: **Started 7th Grade by the time of first practice**
2. Enrolled student: **Riceville School or Live within the district**
3. Academic: **See Appendix C**
4. Equipment required: **Eye Protection & 12 Gauge Shotgun**
5. Meet all school activity participation requirements: **See Appendix C**
6. Must obtain League-required firearm safety certification.

10. Code Of Conduct

The RTT and Riceville School believe participation in co-curricular activities is a privilege which is accompanied by student and parent responsibilities. A violation of the code of conduct may result in a period of ineligibility or removal from an activity or performance. Students and parents must follow all the rules as outlined by the League, school, and team.

- Students and parents will be respectful of all fellow team members and coaching staff at all times and represent the team and school with pride and integrity whenever participating in a League event or team activity.
- ☐ Students and parents shall respect the commitment they have made to the program and team. Breaching a commitment may affect future placement in other co-curricular activities.
- ☐ Students and parents will display exceptional sportsmanship at all league events and team activities. Students and parents will avoid offensive gestures or language, accept decisions of contest officials, and display modesty in victory and graciousness in defeat.
- ☐ Students and parents shall respect the rights, beliefs, and property of others and treat others with courtesy and consideration.
- ☐ Students and parents will communicate openly, honestly and respectfully with coaches, advisors and directors. Proactive communication is key. Open and respectful communication with the coaches is encouraged when it becomes necessary to clarify our decision-making process.
- ☐ Students shall discuss each activity schedule with his/her parent(s) and determine where the potential for overlap with other activities may occur. Upon discovering a conflict, a student must communicate with coaches and advisors effectively.
- ☐ Students and parents shall be fully responsible for their own actions and the consequences of those actions.
- ☐ Each student must remain academically eligible by making satisfactory progress toward graduation and meeting all other academic requirements as stipulated by the Head Coach.
- ☐ Each student shall follow all school and League rules regarding mood-altering chemicals.

Disrespectful behavior or any misuse or violation of these rules by a family member could result in suspension of the student's shooting privileges with the team and possible permanent removal from the team's roster.

Disciplinary action due to a parent's behavior is at the sole discretion of the Head Coach.

A parent or student who disagrees with the Head Coach's disciplinary action may appeal to the team's leadership. The leadership's decision is final.

11. SafeSport Policy

The mission of the League is to emphasize the positive influence shooting sports can have on athletes and their families. The League does this by providing a safe, comfortable, and positive environment focused on safety, sportsmanship, teamwork, and fun.

One aspect of creating a safe environment for athletes, coaches, and team staff members alike includes ensuring misconduct, including any physical and sexual abuse, is identified, addressed, and eliminated. Following the creation of the federal Safe Sport Authorization Act, the Center for SafeSport has identified six types of misconduct: emotional misconduct, physical misconduct, sexual misconduct, bullying, harassment and hazing. All forms of misconduct are intolerable and in direct conflict with the mission and goals of the League.

The League is committed to the safety and protection of all participating athletes, as well as the coaches and team staff members. Therefore, the League has published its Safe Sport Policy as a tool to help ensure a safe, comfortable, and positive environment for those participating in the League's activities.

Every team staff member must report suspicions and/or allegations misconduct, as defined by Safe Sport Policy, the Center for SafeSport, and state and federal law.

To review the policy and submit a claim, visit usaclaytarget.com.

12. Athlete Values

Core values are the principles and priorities that guide the expectations of the student athlete's actions.

- ☐ You are no more important, or less important, than other members of your team.
- ☐ Keep your emotions and attitudes balanced.
- ☐ Appreciate good accomplishments regardless of who attains them.
- ☐ Treat other members of your activity, as well as other opponents, with respect.
- ☐ Participation in activities is an extension of the classroom.
- ☐ Exercise good leadership in helping others be successful.
- ☐ Set a good example for other members of your team by doing more than what is asked.
- ☐ Teamwork and success for your team begins with you!

13. Team Safety Rules

Safety for you and others is always the top priority.

- Maintain proper muzzle control. Always point the muzzle in a safe direction, which will be down range at our gun clubs. It is your responsibility to know and follow the rules of each gun club.
- When walking from the gun rack to shooting line (or vice versa), follow these procedures.
- Pump or semi-auto – the muzzle must always be in control. The preferred carry for proper muzzle control is the two-hand carry with one hand on the grip of the shotgun and the other hand on the forearm. Carrying any shotgun over the shoulder is prohibited during team events. The cradle carry may be allowed upon approval from the Head Coach or Range Safety Officer.
- Over/under or single barrel -- the preferred gun control is barrel open, and muzzle positioned down in front of you or in your hand at your side.
- Always keep the action open. Pump and semi-auto must be open when placed in the rack. Break action guns must be carried open and then closed to place in the rack. When at the shooting line, the action must be open until it is your turn to shoot.
- Always keep your finger outside the trigger guard until you are ready to shoot.
- Always wear authorized eye protection.
- Always wear authorized ear protection.
- Respect Range Safety Officers. Immediately respond to cease fire or other commands.
- Each person is responsible for personal equipment and items. All your equipment should be within reach or visible when you are on the range. Keep unused items in your locked vehicle.
- No resting the barrel of your firearm on your foot or on any other solid surface.

14. Shooting Range Rules

The following rules of the shooting range must be followed: (example below - insert your shooting range rules here)

- No alcoholic beverage consumption will be allowed before or during shooting on club grounds. If employees, management and/or any director become aware of this action, you will be asked to leave the premises immediately.
- Eye and hearing protection are required while on the shooting fields.
- Shotguns must have full stocks, and no barrels shorter than 21" are allowed to be used.
- 7-1/2, 8 and 9 shot are the only size allowed on the range or patterning board. Maximum powder dram is 3/4 oz.
- Keep muzzle of the shotgun pointed toward the ground at all times when not firing. Never sling gun over shoulder pointing behind you.
- Student athletes are allowed to load up to one shot shell for trap.
- Action on guns must stay open at all times. You may put a shell into the shotgun and close action only when you are on the proper station and it is your turn to shoot. Never walk from station to station with action on shotgun closed or with a shell in your shotgun.
- When shooting trap, everyone on the squad must have a shotgun, no sharing allowed.
- You are responsible for picking up your empty shotshell hulls.
- All observers must stay behind shooting range sidewalk and not in the shooting area.
- Management reserves the right to refuse shooting to any person deemed irresponsible or uncontrollable.

15. Volunteers

The success of our organization depends completely on the enthusiasm, effort and expertise of our volunteers. We are an organization run solely by volunteers, and every volunteer matters. All positions including the coaching staff, committee members, and others as well as all necessary tasks are organized, directed and completed by volunteers to whom this team is deeply indebted. If you or your parents are interested in sharing your passion or in just lending a hand, please contact the Head Coach for more information.

Running and maintaining the Riceville Trap Team at a consistently high level of performance requires a significant amount of time and commitment from all stakeholders. The Team's values and goals are promoted through the shared belief in and commitment to the Team. This collective endeavor is best promoted through volunteer efforts of students and parents.

16. Volunteer Policy

The RTT Volunteer Policy requires participation at all levels where volunteers work toward the aims and objectives outlined in the Team's Mission Statement.

17. Practice & Competition Procedures

Prior to the start of competition, each athlete will be assigned to a field and a squad with a specified shooting time. These times are subject to change by the Head Coach.

- You are expected to arrive on the field, wearing your uniform (for competition days), at least 15 minutes prior to your scheduled time. Let your squad leader know when you arrive.
- If you are unable to attend, please notify the head coach.
- Competition consists of shooting two rounds of 25 shot. Bring enough ammunition to the field from the trap trailer to cover your rounds plus 2 extra shells in case of malfunctions.

- Safety procedures must be followed at all times. Properly carry and store guns when not shooting on the field.
- Make sure you clean your shotgun per the manufacturer recommendations after each day's use.
- Scores are entered weekly into the League's website and standings are available at the end of each scoring period.

18. Emergency Management Plan

Clear, decisive and timely actions and communications are important in any emergency situation and having an established plan will help the team successfully navigate its way through any situation. Follow the shooting range and/or school recommendations for managing an emergency.

In the event of a medical emergency, dial 911.

19. Inclement Weather

In the event of inclement weather before or during League events, everyone will make safety their top priority.

- When lightning is observed or thunder is heard, the event must be suspended.
- The occurrence of lightning or thunder is not subject to interpretation or discussion. Lightning is lightning; thunder is thunder.
- Athletes and support personnel shall be moved to appropriate indoor facilities.
- Athletes shall not return to the field until lightning has been absent from the local sky and thunder has not been heard for a minimum of 30 minutes.
- Spectators need to be advised to seek shelter also.

If the event is cancelled, the team will communicate rescheduling options.

20. Uniforms & Apparel

An official team uniform includes a team jersey, team pullover, and range bag. These items are given as part of the RTT fee.

Prohibited items include:

- Flip-flops or opened-toed shoes/sandals. Footwear with open backs must utilize a rear strap (ie: Crocs).
- Any clothing with pictures, caricatures, designs, messages, writings, or other embellishments with direct or indirect references to alcohol, tobacco, sex or sexual connotations, drugs, gambling, or profanities.

21. Equipment

All student athletes are required to bring a shotgun, proper eye protection, and proper hearing protection.

Shotguns:

Student athletes are required to supply their own shotgun. All types of smooth-bore shotguns, including semi-automatics, may be used provided their caliber must be 12 gauge.

The student athlete cannot:

- Use a shotgun with any form of "release" trigger actions.
- Use slings or straps on a shotgun.
- Change a properly functioning gun or parts of shotgun in the same round.

- Use devices fitted to the shotgun that have magnifying, light emitting, or give visual enhancement of the target.

It is recommended to add a name label on your shotgun for identification

Ammunition:

All Ammunition used must be provided by the trap team. If different ammunition is required please discuss with the head coach.

22. Highschool Lettering Requirements

Riceville letter awards will be distributed at the end of the season banquet/award ceremony along with any team/individual awards.

All of the following criteria must be met to qualify for lettering:

- Must be in high school grades 9th – 12th.
- No academic grade failures. (See Appendix C)
- No current violations of any substance usage policies.
- Completes the season with full conference participation.

Must meet one of the following criteria for lettering as well:

- Any team member who is in good standing and competes in three seasons throughout high school.
- Any team member who achieves season average of 19 or higher throughout the season's competition scores.

23. Team Staff

Head Coach: Nathan Frazer, nathanf@altertrading.com, 507-259-1674

Assistance Coach: Dale Hartman,

Team Staff: Jason Haefflinger

APPENDIX A (SEASON 2026 SCHEDULE)

TBD

APPENDIX B (RICEVILLE SCHOOL WEAPONS POLICY)

Code No. 502.6

WEAPONS

The board believes weapons, other dangerous objects and look-a-likes in school district facilities cause material and substantial disruption to the school environment or present a threat to the health and safety of students, employees and visitors on the school district premises or property within the jurisdiction of the school district.

School district facilities are not an appropriate place for weapons, dangerous objects and look-a-likes. Weapons and other dangerous objects and look-a-likes will be taken from students and others who bring them onto the school district property or onto property within the jurisdiction of the school district or from students who are within the control of the school district.

Parents of students found to possess weapons, dangerous objects or look-a-likes on school property are notified of the incident. Possession or confiscation of weapons or dangerous objects will be reported to law enforcement officials, and students will be subject to disciplinary action including suspension or expulsion.

Students bringing firearms to school or knowingly possessing firearms at school will be expelled for not less than one year. The superintendent has the authority to recommend this expulsion requirement be modified for students on a case-by-case basis. For purposes of this portion of this policy, the term "firearm" includes, but is not limited to, a weapon which is designed to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, or any explosive, incendiary or poison gas, or otherwise defined by applicable law.

Weapons under the control of law enforcement officials or other individuals specifically authorized by the board are exempt from this policy. The superintendent may develop an administrative process or procedures to implement the policy. Students and individuals approved in writing by the Superintendent who are actively engaging in a school district approved firearms safety course, hunter education course or shooting sports activity are exempt from this policy. The superintendent will develop an administrative process or procedures to implement the policy and communicate with law enforcement relevant exemptions to this policy as appropriate.

Legal Reference: 18 U.S.C. § 921 (2010).
Iowa Code §§ 279.8; 280.12B; 724
281 I.A.C. 12.3(6).

Cross Reference: 502 Student Rights and Responsibilities
503 Student Discipline
507 Student Health and Well-being

APPENDIX C (RICEVILLE SCHOOL ATHLETIC ELIGIBILITY)

Riceville Senior High Academic Eligibility for Activities

The academic eligibility regulations of the Iowa High School Athletic Association, the Iowa Girls' High School Athletic Union, the Iowa High School Speech Association, and the Iowa High School Music Association govern participation in activities in grades 9-12.

The state guidelines require students to pass all classes. IHSAA, IGHSAU, IHSMA, & IHSSA provisions apply.

To be eligible to participate in extracurricular activities, students must be enrolled in at least 4 credit awarding classes each semester.

Student Academic Contact Day (SACD)

A Student Academic Contact Day (SACD) is defined as a day where students are receiving direct instruction from a certified classroom teacher.

Eligibility – (Academic)

A student must be present in school the entire day of an activity to be allowed to participate. This includes practices for the aforementioned programs as well. The exception(s) to this would be:

- A prearranged mutual agreement between the parent or guardian of the participant and the Principal.
- Tardies/absences due to extenuating circumstances. The Principal will review circumstances and will decide whether the student may participate that day or not.

Ineligibility

The following checkpoints and provisions will be utilized at Riceville Community School to determine academic eligibility for students in Seventh (7th) through Twelfth (12th) Grade.

Teachers in grades 7-12 will submit three-week progress reports to the office:

- All grades need to be turned in to the office via JMC on the checkpoint dates listed below by 3:30 P.M.
- JMC Administrator Access will be used to check grades at the end of the watch list.
- Reports to parents will reflect possible ineligibilities and/or official ineligibilities as well as semester grades.

Ineligibility Dates 2025-2026

Eligibility dates are subject to change. The ineligibility period for 9th-12th Grade students will last fifteen (15) Student Academic Contact Days (SACD). Extra-curricular activities that are scheduled on weekends, or are played on days when the school day is cancelled due to weather or other unforeseen circumstances, do not count as a SACD. Letters will be emailed to parents or guardians within three (3) SACD of the 3-week grade check. Letters will be emailed to parents or guardians with updated grades within three (3) SACD of the Watch List Check.

Ineligibility Dates 2025-2026

Grade 7-12 Checkpoints		JH Ineligibility	Watch List Check	HS Ineligibility
§1, 15 day check	Monday, Sept. 15	Tuesday, Sept. 16	Tuesday, Sept 23rd	Wednesday, Sept. 24 - Tuesday Oct. 14
§1, 35 day check	Wednesday, Oct. 15	Thursday, Oct 16	Wednesday ,Oct 22nd	Thursday, Oct. 23rd - Friday, November 14th

Grade 7-12 Checkpoints		JH Ineligibility	Watch List Check	HS Ineligibility
S1, 55 day check	Friday, November 14th	Monday, November 17th	Friday, November 21st	Monday, November 24, - Dec. 17th
S1, 75 day check	Wednesday, December 17th	Thursday, December 18th	*	*
S1 grades	Grades due Monday, January 5th	Misses the next competition date	*	*
* End of final grading period-IHSAA, IGHSAA, IHSSA, IHSMA provisions apply: Student misses 20 days of the next sport.				
S2, 15 day	Tuesday, January 27th	Wednesday, January 28th	Tuesday, February 3rd	Wednesday, February 4- Wednesday, February 25th
S2, 35 day	Wednesday, February 25th	Thursday, February 26th	Thursday, March 5	Friday, March 6- Friday, March 27th
S2, 55 day	Friday, March 27	Monday, March 30	Tuesday, April 7th	Wednesday, April 8th - Wednesday, April 29th
S2, 75 day	Wednesday, April 29th	Thursday, April 30th	Wednesday, May 6th	Thursday, May 7th - May 22nd
S2 grades	Grades due May 25, 2025	Misses next competition date	*	*

*End of final grading period-IHSAA, IGHSAA, IHSSA, IHSMA provisions apply:

Students miss 20 days of the next sport.

Ineligibility Checkpoint Provisions

Grades 9-12:

If at any checkpoint a student is failing any class for which credit is awarded, the student will be placed on a "Watch List" and have five (5) Student Academic Contact Days (SACD) to improve their grade. The student will remain eligible to participate for those five (5) Student Academic Contact Days. If at the end of the five (5) Student Academic Contact Days Watch List, the student still has an "F" or "I" then the student will become ineligible to dress for and compete in activities. If at the end of the five-day Watch List, the student's grade is passing for that class, then the student will be eligible to dress for and compete in activities.

Ineligibility Length

If the student's grades are not improved to a passing level by the end of the scheduled Watch List Check, the period of ineligibility will begin on the next Student Academic Contact Day (SACD). The student will report to homework completion or intervention time during Wildcat Time while they are receiving deficient grades. Students will be ineligible for fifteen (15) Student Academic Contact Days (SACD) or until the next schedule Grade Check, whichever comes first on the calendar.

During the academic school year, students who are ineligible and receive an "F" or "I" at the next scheduled Grade Check will continue their ineligibility uninterrupted from the prior ineligibility period until the next scheduled grade check. If the deficient grades are improved by the next scheduled grade check (No I's or F's), the five (5) Student Academic Contact Days (SACD) will NOT be used for that particular student, and the student will become eligible immediately as long as they have no failing grades at the Watch List grade check.

Grades 7-8:

3-Week Grade Check: If at any 3-Week Grade Check, a student is receiving a "D-", "F", or "I", the student will be ineligible for a minimum of three (3) Student Academic Contact Days (SACD) and will remain ineligible until the deficient grades are improved to at least a "D".

End of Semester: If at the conclusion of the semester, a student is receiving a "D-", "F", or "I", the student will miss the next (one) competition event. The student will continue to report to practice.

Athletic Eligibility Rules

Summary of Scholarship Rule, 281—IAC 36.15(2) The following requirements were effective 7-1-08:

- A student must receive credit in at least 4 subjects at all times.
- A student must pass all and make adequate progress toward graduation to remain eligible.
- If a student is not passing all at the end of a final grading period, the student is ineligible for the first period of 20 consecutive calendar days in the interscholastic athletic event in which the student is a contestant. There is no requirement that the student competed in the sport previously. Students in baseball or softball have the same penalty as all other students.
- If a student is not passing at any checkpoint (if school checks at any time other than the end of a grading period), a period of ineligibility and conditions of reinstatement are left to the school.
- Schools must check grades at the end of each grading period; otherwise, a school determines if and how often it checks grades.
- A student with a disability and an IEP is judged based on progress made toward IEP goals.
- The ability to use summer school or other means to make up failing grades for eligibility purposes is not available. The rule now also requires that all original failing grades (even those remediated for purposes other than athletic eligibility) be reported to any school to which the student transfers.

See the website below for detailed information.

http://www.iahsaa.org/resource_center/Academic_Assistance/Guidance_Scholarship_Rule_36_15_2_updated_040111.pdf