

Students

High School Code of Conduct for Participants in Extracurricular Activities

This Code of Conduct applies to all school-sponsored activities that are neither part of an academic class nor otherwise carry credit or a grade. Sponsors shall create a roster of students who are members or participants in an extracurricular activity and maintain attendance records.

The goal of the extracurricular program is to provide opportunities for students to pursue interests and develop life skills beyond the classroom. An additional goal of the athletic program is to develop the physical skills of student athletes, which will allow them to compete to the best of their ability within the School Board policies and the by-laws of any association of which the school is a member.

Members must conduct themselves at all times, including after school and on days school is not in session, as good citizens and exemplars of their school—they must behave in ways that are consistent with good sportsmanship, leadership, and appropriate moral conduct. They are expected to demonstrate good citizenship and exemplary conduct in the classroom, in the community, and during all facets of the activity.

The Code of Conduct below describes the expectations and goals of the extracurricular programs. **This Code does not contain a complete list of inappropriate behaviors for students in extracurricular activities.** This Code of Conduct will be enforced 365 days a year, 24 hours a day.

Students and their parents/guardians are encouraged to seek assistance from the student assistance program regarding alcohol or other drug problems. Family-referrals or self-referrals will be taken into consideration in determining consequences for Code of Conduct violations.

To try-out for or participate in any school-sponsored interscholastic athletic competition, the student athlete must read the random drug testing policy and sign a consent on the athletic release form by which the student athlete agrees that as a condition of participation in school interscholastic athletics, he/she will be eligible for the drug testing program outlined in Board Policy 7:245. This consent form must also be signed by the student's parents or guardians in advance of the try-outs for a specific sport. The consent form will be valid for year, including the following summer and must be renewed annually. If the student athlete, his/her parents or guardians refuse to sign the release form, the student will not be permitted to be a member of the team.

A student participating in an activity or athletic program will be subject to disciplinary action if he or she violates this Code of Conduct for Extracurricular Activities. Violations will be treated cumulatively, with disciplinary penalties increasing with subsequent violations.

Prohibited Activities

The student shall not:

1. Violate the District's policies or procedures on student discipline;
2. Use a beverage containing alcohol (except for religious purposes);
3. Use tobacco in any form;
4. Use, possess, buy, sell, barter, or distribute any legally controlled/illegal substance or paraphernalia;
5. Use, possess, buy, sell barter or distribute any object that is or could be considered a weapon or any item that is a "look alike" weapon. This prohibition does not prohibit legal use of weapons in cooking and in sports, such as archery, martial arts practice, target shooting, hunting, and skeet;
6. Attend a party or other gathering and/or ride in a vehicle where alcoholic beverages are being consumed by minors;
7. Attend/host a party or other gathering and/or ride in a vehicle where controlled substances are being consumed;
8. Receive Out of School Suspension(s);
9. Act in an unsportsmanlike manner;
10. Vandalize or steal;
11. Haze other students;
12. Violate the written rules for the activity or sport;
13. Behave in a manner that is detrimental to the good of the group or school;
14. Be insubordinate or disrespectful toward the activity's sponsors or team's coaching staff; and
15. Falsify any information contained on any permit or permission form required by the activity or sport.

Due Process Procedures

Students who are accused of violating the Code of Conduct for Extracurricular Activities are entitled to the following due process:

1. The student shall be advised of the disciplinary infraction with which he or she is being charged.
2. The student shall be entitled to a hearing before the building principal, or if the building principal is unavailable, a designee.
3. The student will be able to respond to any charges leveled against him or her.
4. The student may provide any additional information he or she wishes for the building principal to consider.
5. The building principal, with the help of other staff members if needed, may interview material witnesses or others with evidence concerning the case.
6. If the building principal finds, after reviewing the evidence, that the violation occurred, he or she will impose sanctions on the student(s).
7. The building principal will make a written report of his or her decision and rationale within one business day. The written report shall notify the student of

- his/her rights to appeal. The student may appeal the decision to the Superintendent, or designee, by filing a written request for an appeal to the Superintendent within 5 days of receipt of the written report from the building principal. During the appeal process the decision of the building principal shall remain in full force and effect.
8. Students serving a suspension from participation in performances, activities, or competitions, shall be required to attend all practices and give full effort. Any inappropriate behavior, lack of effort or insubordination to the coach or other players shall result in the student being removed from the team and the remaining portion of the suspension shall be served in the next sport in which the student participates. However, the student may not attend practice if the student is suspended or expelled from school.
 9. All students remain subject to the School Board's student discipline policy and/or the school's student handbook and the disciplinary measure contained therein.
 10. A student may be excluded from activities or competition while the school is conducting an investigation regarding that student's conduct.
 11. The Athletic Director, Principal and Superintendent or designee reserve the right to extend or lessen disciplinary action for any code of conduct violation after investigating the evidence.

Sanctions

1. Sanctions for violations other than drugs and alcohol will be based on the nature of the offense and the number of offenses and may include suspension from all activities or sports for:
 - a. A specified period of time or percentage of events, competitions or practices;
 - b. The remainder of the season or for the next season; and
 - c. The remainder of the student's high school career.
2. Sanctions for Possession and Use of Alcohol, Tobacco or Controlled Substances (to include buy, sell, barter or distribute any legally controlled illegal substance or paraphernalia):
 - a. First Violation:
 - i. Use or possession: A suspension of fifty percent (50%) of the total number of performances, activities, or competitions. If the student is involved in both athletic activities and non-athletic extracurricular activities, the amount of the suspension shall be based upon the athletic activities. If a student is in both athletic activities and non-athletic extracurricular activities, the student will not be allowed to participate in non-athletic extracurricular activities while he/she is serving the athletic suspension. At the student's expense, the student must attend substance abuse assessment within two (2) business days and enroll in the recommended counseling prior to being eligible for events or activities, and the student must successfully complete the

counseling in a timely fashion or be subject to an additional suspension at the discretion of the building principal.

- ii. If a student violates the Code of Conduct, they are subject to monthly drug testing.
- iii. Attendance at a party or riding in a vehicle where possession or use of alcoholic beverages and/or controlled substances are being consumed: A suspension of **ten percent (10%)** of the total number of performances, activities or competitions. The building principal has the discretion to lessen the penalty based upon extenuating circumstances.

b. Second Violation:

- i. Use or Possession: A suspension of one calendar year from date of offence of the total number of performances, activities or competitions. If the student is involved in both athletic activities and non-athletic extracurricular activities, the amount of the suspension shall be based upon the athletic activities. If a student is in both athletic activities and non-athletic extracurricular activities, the student will not be allowed to participate in non-athletic extracurricular activities while he/she serving the athletic suspension. At the student's expense the student must attend substance abuse assessment within two (2) business days and enroll in the recommended counseling prior to being eligible for events or activities and the student must successfully complete the counseling in a timely fashion or be subject to an additional suspension at the discretion of the building principal.
- ii. If a student violates the Code of Conduct, they are subject to monthly drug testing.
- iii. Attendance at a party or riding in a vehicle where possession or use of alcoholic beverages and/or controlled substances are being consumed: A suspension of **twenty percent (20%)** of the total number of performances, activities, or competitions. The building principal has the discretion to lessen the penalty based upon extenuating circumstances.

c. Third Violation:

- i. Use or Possession: A suspension from extracurricular activities for the remainder of the student's high school career.
- ii. If a student violates the Code of Conduct, they are subject to monthly drug testing.
- iii. Attendance at a party or riding in a vehicle where possession or use of alcoholic beverages and/or controlled substances are being consumed: A suspension from extracurricular activities for one calendar year from the date of the violations, including all extracurricular activities during this period. The building principal has the discretion to lessen the penalty based upon extenuating circumstances.

3. Sanctions for Theft, Vandalism or Destruction of Property:
 - a. First Violation:
 - i. A suspension of twenty percent (20%) of the total number of performances, activities or competitions. If the student is involved in both athletic activities and non-athletic extracurricular activities, the amount of the suspension shall be based upon the athletic activities. If a student is in both athletic activities and non-athletic extracurricular activities, the student will not be allowed to participate in non-athletic extracurricular activities while he/she is serving the athletic suspension.
 - ii. In attendance when Theft/Vandalism/Destruction of Property Occurred: A suspension of ten percent (10%) of the total number of performances activities or competitions. The building principal has the discretion to lessen the penalty based upon extenuating circumstances.
 - b. Second Violation:
 - i. A suspension of fifty percent (50%) of the total number of performances, activities or competitions. If the student is involved in both athletic activities and non-athletic extracurricular activities, the amount of the suspension shall be based upon the athletic activities. If a student is in both athletic and non-athletic extracurricular activities, the student will not be allowed to participate in non-athletic extracurricular activities while he/she is serving the athletic suspension.
 - ii. In attendance when Theft, Vandalism or Destruction of School Property occurred: A suspension of twenty percent (20%) of the total number of performances, activities or competitions. The building principal has the discretion to lessen the penalty based on extenuating circumstances.
 - c. Third Violation:
 - i. A suspension from extracurricular activities for one calendar year from the date of violation.
 - ii. In attendance when Theft, Vandalism or Damage to School Property Occurred: A suspension from extracurricular for one calendar year from the date of the violation. The building principal has the discretion to lessen the penalty based upon extenuating circumstances.
4. Hosting of Parties wherein there is possession or use of Alcohol, Tobacco or Controlled Substance: The hosting of illegal parties will result in exclusion of the athlete hosting the party from participation/competition for one calendar year, beginning with the date of the administration's determination of the violation. The parents of the student/athlete hosting the party will be banned from attending extracurricular activities for one calendar year.

5. Out of School Suspensions:

- a. 1-3 day OSS: A suspension of ten percent (10%) of the total number of performances, activities, or competitions. Any competitions during the out of school suspension will count towards the ten percent suspension.
- b. 4 or more day OSS: A minimum suspension of twenty percent (20%) of the total number of performances, activities, or competitions. Any competitions during the out of school suspension will count towards the twenty percent suspension.

Forfeiture of Fees: In the event that a student is removed from extracurricular activity, the athletic fee will not be refunded.

Calculating time of suspension – To calculate the percentage of performances, activities, or competitions from which the student is suspended, the building principal shall determine the number of events that occur in the regular season. For example, the regular season in football is nine games; therefore, a suspension for twenty percent of the season would require the student to miss two games.

Carryover – A suspension shall continue from one season to another if the suspension cannot be completed within that same season. For example, a student that is suspended for 20% of a season with 10% of the softball season remaining will be required to miss not only the remainder of the softball season but also 10% of the next sport that she participates in.

Post-season suspensions – Suspensions shall include events that extend beyond the regular season such as state playoffs or competitions. However, when determining the percentage of the normal season, that percentage is based on the number of events that would occur in the regularly scheduled season excluding the post-season events. For example, if a football player is suspended for 20% of the season and the football team plays not only their regularly scheduled nine games but an additional three games for a total of 12 games, he is suspended for two games rather than three games.

Academic Eligibility

1. Prior Semester—A fulltime student earns academic eligibility to participate in activities by passing five courses. Grades earned in the eighth grade are not considered in determining eligibility; therefore, ninth graders are eligible to participate in the fall session. In addition, the student must have a 2.0 grade point average from the prior semester. The 2.0 grade point average from the prior semester can be waived for one semester by the building principal based upon a recommendation from a teacher or administrator indicating, to the building principal's satisfaction, that the student has made proper diligence to obtain a 2.0 grade point average but due to some unusual circumstances is unable to do so. The building principal can condition this waiver upon any factors that he/she deems reasonable including but not limited to: tutorials, counseling or other services intended to increase the grades of the student. The building principal cannot waive the 2.0 requirement for two consecutive semesters.

2. Current Semester:

- a. Eligibility will be checked on a weekly basis.
 - b. A student must be passing five (5) courses on a weekly basis.
 - c. A student who is reported as failing one or two classes, but is still passing five (5) classes on a weekly basis, will remain eligible while attending tutorials. The student must attend two tutorials per week per failing class with the classroom teacher until a passing grade is reported by that teacher.
 - d. A student who is reported failing three or more classes will be ineligible to participate in activities. The student must attend five tutorials with classroom teacher per week until eligible.
 - e. Failure to provide proper documentation of tutorial attendance will forfeit one's opportunity to regain eligibility the following week. Tutorials are mandatory. The student will be required to makeup any missed tutorials if due to excused absence from school.
 - f. If a student becomes ineligible to participate in activities, the student may be allowed to practice under direct supervision of the coach. The student will be prohibited from competition and will not be permitted to travel with the team.
3. Summer School/Correspondence Classes – Students who do not pass five (5) semester courses may attend summer school and/or take correspondence classes to gain eligibility for extracurricular activities.
4. Students Receiving Special Education Services, 504 Accommodations, or who have other recognized learning problems may be found eligible to participate if:
- a. The multi-disciplinary education team determines that the failure to achieve the academic eligibility requirements is a direct result of the recognized learning problems.
 - b. The Building Principal must agree with the multi-disciplinary educational team's findings.
 - c. At the request of the Building Principal, the athletic director will submit a request to the IHSA for an eligibility ruling.
 - d. Should the IHSA grant eligibility, the student may participate in practice and complete in contests.
 - e. Should the IHSA deny eligibility, the student may participate in practice.
 - f. Should the IHSA grant eligibility, the student athlete is responsible to follow ALL code of conduct guidelines.
 - g. This policy doesn't guarantee a student athlete a position in any extra-curricular activity.

Miscellaneous Requirements

1. **Individual Team Rules**—Individual teams may have additional rules. These will be communicated to students in writing at a pre-season organizational meeting. Prior to a student being removed from a team for violation of individual team rules, the decisions will be discussed and approved by the athletic director. Parents will be notified by the coach and given the reasons for the dismissal.
2. **Vacation Expectations**—Inter-scholastic athletes may require sacrifices concerning vacation times. Fall sports begin several weeks before school starts. Winter sports practice over winter break and spring sports will be in season during spring break. In order to maintain team morale and to be fair to all participants, coaches will establish vacation policies that are approved by the building athletic director and which specify the expectations and practice schedule for their sport. These may vary slightly from sport to sport depending on the level and the schedule. Summer participation is not mandatory and is open to all District #100 students involved in athletics.
3. **Attendance – Day of Event**—Students must be in attendance for one half of their scheduled school day to be eligible to compete on that day unless attending a school activity or with approval of the building athletic director. A student with 7 periods must attend 4 full periods. Any athlete who is serving an out-of-school suspension will be prohibited from participation in any competition and practice during the suspension period.
4. **Medical Release**—If a student is known to be under the care of a physician for an injury or illness, he/she must have a written note of release from that medical professional to resume practice and/or competition.
5. **Transportation**—All students participating in extracurricular activities are required to travel to and from athletic contests in school approved vehicles (bus or van) under adult supervision provided by the high school. Extraordinary circumstances could deviate from this requirement and result in transportation in non-school approved vehicles. Extraordinary circumstances should be submitted to the building athletic director for review one day in advance using the REQUEST FOR ALTERNATE TRANSPORTATION FORM (located on the District's website or available at the building's athletic director's office). These circumstances might include visiting a sick family member or attending a school-sponsored event immediately following the athletic contest. The REQUEST FOR ALTERNATE TRANSPORTATION FORM is required for all situations. This form will be signed and dated by the parent/guardian and coach/advisor. One copy will be provided to the building's athletic director and remain on file at the school while a second copy should be retained by the coach/advisor. It is the responsibility of the student to submit these copies to the appropriate school personnel. This policy is in place because of liability concerns and an effort to maintain a team approach.

6. Equipment/Uniforms—All students participating in extracurricular activities are responsible for the proper care and security of equipment/uniforms issued to them. School-furnished equipment/uniforms are to be worn only for contests, practice (when necessary) and coaches discretion. All/any equipment/uniform not returned in good condition at the end of the season will be subject to a financial penalty.
7. Changing Sports—If an athlete is cut from a team, they may join another team or program in that season. An athlete cannot quit one sport to join another until that team is no longer competing. Example: An athlete cannot quit football to try-out for basketball until football season is over. Athletes may transfer from one sport to another during season only upon mutual written agreement of both coaches, building athletic director, parent, and student athlete. This written agreement must be done within the first two weeks of the team's season.
8. Conflicts in Extracurricular Activities—The high school recognizes that every student should have the opportunity for a broad range of experiences in the area of extracurricular activities. Students should be cautious however about participating in too many activities. Conversely, students are also cautioned to refrain from “specializing” in one activity thus denying themselves a well-rounded experience. Every effort has been made by the administration to reduce the number of conflicts between athletics and other extracurricular pursuits. If a conflict does arise, the student is encouraged to communicate with all coaches involved. If a conflict persists, the student may contact the building athletic director for assistance.

LEGAL REF.: Clements v. Board of Education of Decatur, 478 N.E.2d 1209 (Il.App.4, 1985).

Todd v. Rush County Schools, 133 F.3d 984 (7th Cir., 1998).
105 ILCS 5/24-24.

CROSS REF.: 5:280 (Duties and Qualifications), 6:190 (Extracurricular and Co-Curricular Activities), 7:190 (Student Discipline), 7:300 (Extracurricular Athletics)

AMENDED: June 23, 2009