

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, on days school is not in session, and with the use of social media, 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.

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. Ingest or otherwise use, possess, buy, sell, offer to sell, barter, or distribute a beverage containing alcohol (except for religious purposes);
3. Ingest or otherwise use possess, buy, sell, offer to sell, barter, or distribute tobacco or nicotine in any form, or tobacco look-alike products such as e-cigarettes and other electronic vaping devices;
4. Ingest or otherwise use, possess, buy, sell, offer to sell, barter, or distribute any product composed purely of caffeine in a loose powdered form or any illegal

- substance (including mood-altering and performance enhancing drugs or chemicals) 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 and/or controlled substances are being consumed by minors;
 7. Receive Out of School Suspension(s);
 8. Act in an unsportsmanlike manner;
 9. Violate any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and reckless driving;
 10. Hazing or bullying activities;
 11. Violate the written rules for the extracurricular activity or sport;
 12. Behave in a manner that is detrimental to the good of the group or school;
 13. Be insubordinate or disrespectful toward the activity’s sponsors or team’s coaching staff; and
 14. 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 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 performances, activities, or competitions;
 - b. The remainder of the season or for the next season; or
 - c. The remainder of the student's high school career.
2. Sanctions for alcohol and other drug violations, including tobacco, nicotine in any form, mood-altering or performance enhancing drugs, products composed purely of caffeine in a loose powdered form, paraphernalia or any other illegal substance, will be based on the following:
 - a. First Violation:
 - i. Use, ingestion, possession, buying, selling, offering to sell, bartering, or distributing: A suspension of fifty percent (50%) of the total number of performances, activities, or competitions. This penalty will be reduced if the student is enrolled in a school-approved alcohol or drug counseling program.
 - ii. Attendance at a party or riding in a vehicle where possession or use of alcoholic beverages and/or controlled substances are being consumed by minors: 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, ingestion, possession, buying, selling, offering to sell, bartering, or distributing: A suspension of one calendar year from date of offence of the total number of performances, activities or competitions. To participate again in any extracurricular or athletic activity, the student must successfully participate in and complete a school-approved alcohol or drug counseling program and follow all recommendations from that program.
 - ii. Attendance at a party or riding in a vehicle where possession or use of alcoholic beverages and/or controlled substances are being

consumed by minors: 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, ingestion, possession, buying, selling, offering to sell, bartering, or distributing: A suspension from extracurricular activities for the remainder of the student's high school career.
 - ii. Attendance at a party or riding in a vehicle where possession or use of alcoholic beverages and/or controlled substances are being consumed by minors: 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 hosting of parties wherein there is possession or use of alcoholic beverages, illegal drugs or paraphernalia, or tobacco products or tobacco look-alike products such as e-cigarettes and other electronic vaping devices: The hosting of illegal parties will result in exclusion of the student 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 hosting the party may be banned from attending extracurricular and/or school related activities.
4. Sanctions for 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.

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. 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.

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.

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.
- g. A student who is reported failing the same class four (4) or more weeks in a row, no matter if tutorials have been completed, are subject to suspension or removal from the team. The coach and/or athletic director must notify the student after three (3) continuous weeks of failing said class of suspension or removal possibilities.

3. Winter Sport Eligibility

- a. If a student whom did not pass five classes in the spring or summer and was not eligible to participate in a fall sport is still interested in participating in a winter sport, they may do so under the following conditions:

- i. Must be passing all classes when the 2nd Progress Report grades are posted.
 - ii. They must register through the athletic department.
 - iii. They will have to make the team (cut sports) and meet all of the athletic department and individual team requirements while they are in-season (weekly eligibility with tutorials if necessary, attendance at practices/games/events, code of conduct, fundraisers, etc.)
 - iv. They will NOT be eligible to participate in a contest until first semester grades are finalized and they have passed 5 classes.
 - v. If the student fails to pass 5 of his/her first semester classes they will be immediately dropped from the team.
 - vi. If the student passes 5 of his/her first semester classes, and has met all the remaining criteria, they will be eligible to participate in contests, but must continue to follow the athletic department and individual team requirements to remain eligible.
4. 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.
5. 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. These circumstances might include visiting a sick family member or attending a school-sponsored event immediately following the athletic contest. Extraordinary circumstances should be submitted to the building athletic director for review one day in advance when traveling TO an athletic contest using the REQUEST FOR ALTERNATE TRANSPORTATION FORM (located on the District's website or available at the building's athletic director's office). 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. When transportation FROM an athletic context is necessary due to Extraordinary circumstances, a parent/guardian must sign the student out with the coach. 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.: Board of Education of Independent School Dist. No. 92 v. Earls, 122 S.Ct. 2559 (2002)
Clements v. Board of Education of Decatur, 478 N.E.2d 1209 (Ill.App.4, 1985).
Kevin Jordan v. O’Fallon THSD 203, 706 N.E.2d 137 (Ill.App.5, 1999)
Todd v. Rush County Schools, 133 F.3d 984 (7th Cir., 1998).
Veronia School Dist. 475 v. Acton, 515 U.S. 646 (1995).
105 ILCS 5/24-24, 5/27-23.3, and 25/2.

CROSS REF.: 5:280 (Duties and Qualifications), 6:190 (Extracurricular and Co-Curricular Activities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:300 (Extracurricular Athletics)

AMENDED: July 16, 2018