

COMMUNITY HIGH SCHOOL DISTRICT 128 EXTRACURRICULAR CODE OF CONDUCT

I. Philosophy

Community High School District #128 is committed to providing all students with a variety of opportunities to learn the skills necessary for them to reach their potential as citizens in a global society. The extracurricular program expands the learning opportunities available to students and enhances the academic program.

The district offers an extensive and diverse extracurricular program to provide expanded learning opportunities to students who wish to develop special skills and talents to a higher level. While involvement in these activities is voluntary, it is also a privilege, and students choosing to participate take on extended responsibilities as special representatives of their school and community. These responsibilities hold the student to a higher standard of conduct as a condition of participation.

This code outlines the expectations for those who choose to be involved in the extracurricular program. This code also defines the rights of our students that will accompany such responsibilities. These rights include a due process procedure, which is designed to be consistent and fair to all concerned.

The school expects that all students who choose to participate in the extracurricular program will honor these guidelines. The school must clearly communicate the expectations of this code to all students and respond to all violations in a fair and expedient manner within the guidelines defined in this code.

We believe these rights and responsibilities for students and the school will help make participation in our extracurricular program a stronger and enduring learning experience. We hope that the experience will be meaningful and enjoyable for all involved and will increase learning opportunities for all students.

II. Purpose

The purpose of this code is to define the rules for all students involved in extracurricular activities, to define the consequences for those students who violate these rules, and to establish procedures that will ensure fair and consistent enforcement of the code. Participants involved in the extracurricular program are expected to comply with the regulations of the school, observe good order, and conduct themselves in a manner that will bring credit and honor to them and their school. All parties involved must always consider both the best interests of the individual student and the integrity of the extracurricular program.

The student extracurricular code of conduct will at no time infringe upon the constitutional rights of students through the enforcement of administrative policy.

III. Student Responsibilities - Code of Conduct

I will be the best that I can be and achieve at my highest level.

I will influence and encourage my peers in all their endeavors and projects.

I will have the courage to take the "right" stand regardless of peer pressure.

I will conduct myself in a manner that contributes to an orderly atmosphere and ensures the rights of all individuals within the school.

I will be considerate and respectful of others.

I will give my best to my academic and extracurricular pursuits.

I will demonstrate care and concern for school property and the property of others.

I will respond appropriately to the direction of faculty and staff at school as well as school activities.

I will be responsible for my attitude and behavior.

IV. Procedures

The extracurricular code of conduct is administered by the Principal in collaboration with the Athletic Director, Fine Arts Coordinator, Student Activities Director, and the coaches/directors/advisors/sponsors of the extracurricular activities. If there is an alleged violation of the code, the student's privilege of participation in the extracurricular student activity will be withdrawn, and a meeting will be held to discuss the infraction. The parents/guardians shall be notified and advised of the date and time of this meeting. This meeting will include

the student, parents/guardians, director/administrator, and may include coach/advisor/sponsor/SAP Coordinator, and other pertinent people involved with the alleged violation. The parents/guardians will be provided a written summary of this meeting.

Any student who feels that his/her rights have been violated may appeal the suspension in writing to the building Principal. The appeal must be made within three (3) school days of the suspension code meeting. The Principal or his/her designee will establish the appeal process, review the appeal within five (5) school days of receiving the appeal and determine the final result of the appeal which will be communicated to the student, parents/guardians. The decision of the Principal is final.

These rules apply to the school-related conduct of all students involved in extracurricular activities, on or off campus, 24 hours a day, seven days a week, throughout the entire calendar year, including weekends and summer. The code of conduct encompasses all members of extracurricular student activities such as clubs, fine arts programs, and athletics including club sports participants, and team managers. School-related conduct is any conduct that has a direct and immediate effect on the discipline or general welfare of the school. School-related conduct includes conduct which occurs off school property and does not occur at school-sponsored events but which, nevertheless, is of such a nature that it reasonably may be deemed to have a direct effect on school discipline or the general safety and welfare of students and staff. Some examples of inappropriate behavior include, but are not limited to, use of tobacco/ tobacco products, alcoholic beverages, any form of controlled substance, illegal acts, aiding and abetting, insubordination, lying to school officials, falsifying information/ signatures on permit or permission forms, unsportsmanlike conduct, hazing, bullying, or intimidating acts, theft, fighting, and vandalism.

V. Policy

1. No member of a Community High School District #128 extracurricular student activity will:
 - A. Use, attempt to use, possess, sell, or assist any other student in the use of the following:
 - i. Tobacco/tobacco products, including e-cigarettes and/or any vaping devices.
 - ii. Alcoholic beverages - some examples may include but are not limited to, transporting alcohol or drugs/drug paraphernalia in your car, under the influence, consumption of alcohol
 - iii. Any form of controlled substance (drugs, look-alikes, drug paraphernalia) other than those prescribed by a physician for that student.
 - B. Exhibit gross misconduct or behavior/citizenship that is considered detrimental to his/her activity or school. Student behaviors must be in compliance with acceptable standards of conduct as per the current edition of the Student Parent Handbook. Some examples of inappropriate behavior may include, but are not limited to illegal acts, theft, fighting, vandalism, aiding and abetting, insubordination, lying to school officials, falsifying information/signatures on permit or permission forms, unsportsmanlike conduct, hazing, bullying, or intimidating acts. Maintaining or being identified on social media which depicts illegal or inappropriate behavior will be considered a violation of this code.
2. If there is an alleged violation of the code, the student's privilege of participation in an extracurricular activity is immediately withdrawn and a meeting will be held to discuss the infraction.
 - a. The parent/guardian shall be notified and advised of the date and time of this meeting. This meeting will include the student, parents/guardians, Athletic/Student Activities/Fine Arts Director, and other pertinent people involved with the alleged violation.
 - b. The parents/guardians will be provided a written summary of this meeting. Failure to attend this meeting will result in the suspension being served during this current season/year or next season/year.
3. The student extracurricular code record and consequences are cumulative beginning with the student and parents/guardians signing of the code and continuing throughout the student's entire high school career. These policies are in effect on or off campus throughout the entire twelve-month calendar year, including weekends and summer, and do not supersede District 128 school disciplinary policies. Suspension for violations will start from the point of discovery of the violation and meeting with student. If a student participates in a sport, activity, or event after a violation of the code, he/she must complete the sport, activity,

or event in good standing in the sport, activity, or event in which the suspension is being administered. Students who are unable to complete a sanction during the course of the sport, activity, or event season shall complete the sanction during the next sports season, activity, or event season. To facilitate implementation of this policy, the following terms are defined:

Under the Influence: Any student who is under the influence of any alcoholic beverage, marijuana, any controlled substance other than as prescribed by a physician, or any other intoxicating substance will be subject to disciplinary action. Any student, who has consumed or used any amount of a controlled substance, examples of which include, but are not limited to, ecstasy, GHB, marijuana, or other drugs or intoxicants including alcohol, will be considered under the influence. The determination can be made by a police or school official, but the final decision to discipline will be made by the administration.

Possession: Any student who has possession or control of any alcoholic beverage, tobacco/tobacco products, marijuana, and controlled substance other than as prescribed by a physician for that individual, any other intoxicating substance, any "look-alike" intoxicating substance, or any drug paraphernalia shall be subject to disciplinary action. The term "possession" as used herein is defined to include the use of the student's person, clothing, supplies, or automobile as well as school lockers, desks, or other school property for the storage of illegal substances.

Delivery: Any student who delivers, receives delivery of, or attempts to deliver or receive delivery of any alcoholic beverage, tobacco/tobacco product, marijuana, any controlled substance, any other intoxicating substance, or any drug paraphernalia or any look-alike, will be subject to disciplinary action. Delivery means a transfer of possession or control to another person whether or not the substance or item is in that person's immediate presence. Delivery includes, but is not limited to, any gift, exchange, sale, or other transfer with or without payment or other consideration.

Hosting: Any student who provides or allows space (e.g. residence, yard, hotel, etc.) where delivery, possession or consumption of alcoholic beverage, tobacco/tobacco product, marijuana, any controlled substance, any other intoxicating substance, or any drug paraphernalia or any look-alike occurs is subject to disciplinary action.

Look-alike: A "look-alike substance" is a substance, which by dosage unit appearance, including color, shape, size, container and/or packaging, markings, or by representation made, would lead a reasonable person to believe that the substance is an alcoholic beverage, marijuana, or a controlled substance.

Drug Paraphernalia: "Drug paraphernalia" means all equipment, products, and materials of any kind that are peculiar to, marketed for use in packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body, marijuana, or any controlled substance other than as prescribed by a physician.

Provisions of state and national charters/bylaws of student organizations shall not take precedence over the provisions of this policy.

VI. Disciplinary Procedures

The following procedures will be applied in accordance with the district's disciplinary procedures. In addition, the following consequences are outlined in the following three distinct categories. Students who violate the extracurricular code of conduct will be declared ineligible and suspended from participation as follows:

ATHLETIC PROCEDURES

A. First Offense

Use, attempt to use, possess, sell or assist any other student in the use of tobacco/tobacco products, alcoholic beverages, or any form of a controlled substance (drugs, look-alikes, drug paraphernalia) other than those prescribed by a physician for that student. The athlete will be suspended for 40% of the contests in his/her current season or the first scheduled sport in which the individual participates. The athlete and parents/guardians may enroll in an educational program. Documentation of successful completion of an approved program within **60 days** of the code meeting to the SAP Coordinator or Social Worker will result in a 30% suspension of the contests/competitions. Failure to successfully complete the program, as determined by the SAP Coordinator/ Social Worker and Athletic Director, will result in the athlete serving the original consequence. The 10% may be added to the next sport season for non-completion of the approved educational program.

- **Self-Reporting** – For an offense involving any of the substances listed in First Offense number 1, an athlete or parent may voluntarily admit an athletic code violation to the Athletic Director provided the following:
 - Self-reporting may be used one (1) time only in the athlete's entire high school career and only with regard to a first violation.
 - An athlete cannot self-report an incident for avoidance of a penalty.
 - An athlete cannot self-report an incident which the school already has or will become aware of or shall be informed of by other means, including but not limited to, notification by judicial or law enforcement agencies.
 - Athletes who self-report will be subject to a 20% loss of contests in their current season or the first sport in which they participate. The consequence may be reduced to 10% suspension of the season's contests/competitions if the athlete signs up for and successfully completes a school approved educational program.
 - Self-reporting of a first offense will **not** be recorded as a violation provided the individual maintains behaviors consistent with expectations/standards of the current Student/Parent Handbook and remains in compliance with CHSD 128 rules and policies for a full calendar year for the date of the initial reporting. Should a violation occur within a calendar year this will then be considered a second violation.
 - Athletes who believe they have a substance abuse problem are encouraged to seek help by voluntarily contacting the social worker, a counselor, a member of the school's SAP team, or a member of the administration. Participation in a recognized substance abuse program is valuable for the student but cannot be used to escape responsibility for sanctions under this policy.
- 2. Behavior/Citizenship, as described in V-1.B above will result in the student being suspended from 10 – 40% (see explanation below) of his/her current athletic season or the first scheduled sport in which the individual participates.
- 3. During an athletic suspension, the athlete is expected to attend and participate in all required practices and successfully complete the season. The athlete will only attend contests/competitions as a spectator during his/her suspension.

B. Second Offense

Two violations of the Code of Conduct for the use, attempt to use, possess, sell or assist any other student in the use of tobacco/tobacco products, alcoholic beverages, or any form of a controlled substance (drugs, look-alikes, drug paraphernalia) other than those prescribed by a physician for that student is considered a second offense. The athlete will be suspended for 80% of the contests in his/her current season or the first scheduled sport in which the individual participates. At the discretion of the Code Council, the duration of a suspension due to a second offense may be reduced if one of the two infractions involves a behavior/citizenship violation. The athlete and parents/guardians may enroll in an approved assessment/educational program. Documentation of successful completion of an approved assessment/program within 60 days of the code meeting to the SAP Coordinator or Social Worker will result in a 60% suspension of the contests/competitions. Failure to successfully complete the program, as

determined by the SAP Coordinator/ Social Worker and Athletic Director, will result in the athlete serving the original consequence. The 20% may be added to the next sport season for non-completion of the approved educational program.

C. Third Offense

A third offense will result in total exclusion from all extracurricular activities for the remainder of the student's high school career. There will be no option to petition for reinstatement into the athletic program.

D. Appeal Process

Any student who feels that his/her rights have been violated may appeal the suspension in writing to the building principal. The appeal must be made within three (3) school days of the suspension code meeting. The Principal or his/her designee will establish the appeal process, review the appeal within five (5) school days of receiving the appeal and determine the final result of the appeal which will be communicated to the student and parents/guardians. The decision of the Principal is final.

This policy and procedure will be made available to all students and parents/guardians in the Student/Parent Handbook as well as on the District Web Site and will be discussed with the students by their coach, sponsor, or activity advisor no later than the first meeting of the activity in that year or at a mandatory parent meeting prior to the start of the sport, student activity or fine arts activity. Students will be required to sign a form indicating that they have read and understood the penalties of a code of conduct violation.

Revised 6/2016 - As reviewed by the District Code of Conduct Committee appointed by the Superintendent.