

# **CODE OF CONDUCT FOR INVOLVEMENT IN STUDENT ACTIVITIES**

## ***STATEMENT OF PHILOSOPHY***

Students are encouraged to become involved in extra-curricular and co-curricular activities. Student participation in such activities, including interscholastic athletics, is provided as an opportunity for students as long as they agree to follow the rules and guidelines as outlined below. Inasmuch as participation is a privilege (not a right), students who violate the guidelines will be subject to the penalties outlined, up to and including suspension from participation in such activities.

The district recognizes that substance abuse is as serious problem in our society. Students are encouraged to voluntarily seek assistance for a substance abuse problem. The district will support this effort in a manner consistent with applicable Board policy and administrative regulations.

## ***APPLICATION OF POLICY***

This policy applies to any student participating on an athletic team, an associated athletic program, or any other student activity, which occurs, in part, outside the normal school day. This will include:

Members of an athletic team	Band or Choir
Team managers and statisticians	National Honor Society
Cheerleaders	Variety Shows
Pom Pon	Forensic Competition
Student Council	Academic Challenge
Spelling	Student Clubs
Or any other school sponsored student activity.	

## **I. GENERAL PROVISIONS**

A. A student should realize that these guidelines apply at all times throughout the student's school career, including off-season and all vacation periods. The guidelines are not limited to the time period in which the student participates in a particular activity, nor are the guidelines limited to student behavior at school-sponsored activities or on school property. A student who violates the guidelines will be subject to disciplinary action as outlined in the penalty provisions. In addition, a student participant and his/her parent or guardian must sign and return to the designated school official a form, which acknowledges the student, and his/her parent or guardian understands and agrees to abide by the guidelines.

B. All penalties for violation of this code of conduct shall be cumulative beginning with the student's enrollment in the Lakeshore Public Schools, whether or not the student becomes part of a team, or activity, or participates, or is eligible for participation.

C. Parents or guardians will be notified in all cases of violations of this policy.

D. No penalties will run concurrently. For example, if the second offense occurs during the first penalty period, the second penalty will begin at the conclusion of the first penalty.

E. Serious offenses may result in the second offense penalty being applied on the first offense at the discretion of the Athletic Director and Building Principal.

## **II. POLICY RULES AND REGULATIONS**

Rules apply to the entire school year and any portion of an activity, which occurs prior to the start of the school year or after the close of the year.

A. Use or possession of tobacco is prohibited.

- First violation: After administrative determination of the first violation, the student shall lose eligibility for a number of games (performances) equal to 25% of a sport's originally scheduled events or 25% of the yearly scheduled activity. (The activity advisor and the administration shall jointly determine, in advance, the definition of 25%.) These events will be consecutive starting with the first scheduled event after determination of the violation. The student will be required to meet with the guidance counselor for information and possible referral to the Student Assistance Program.

- Second violation: After administrative determination of the second violation, the student shall lose eligibility for a number of games (performances) equal to 50% of that sports originally scheduled events of 50% of the scheduled activity. These events will be consecutive starting with the first scheduled event after the determination of the violation

- Third violation: After administrative determination of the third violation, the student shall lose eligibility to participate in the interscholastic athletic program or extra-curricular activity for one calendar year.

B. Use or possession of alcoholic beverages, illegal drugs, imitation controlled substances, and/or volatile chemicals is prohibited.

- First violation: After administrative determination of the first violation the student shall lose eligibility of a number of games (performances) equal to 25% of that sport/s originally scheduled events or 25% of the scheduled activity. (The activity advisor and the administration shall jointly determine, in advance, the definition of 25%.) This period will begin with the first scheduled event after determination of the violation. Referral to a guidance counselor for information and advice on the student assistance program is required for further participation.

- Second violation: After administrative determination of the second violation, the student shall immediately: 1) Lose eligibility to participate in all activities for one calendar year. 2) Be required to meet with a counselor for initial assessment and further appropriate referral, if required.

### **III. REPORTING AND RESOLVING ALLEGED VIOLATIONS**

- Use or possession shall be determined by assessment of objective evidence such as a police report, sworn affidavits, or similar evidence deemed by the administration to be both credible and relevant.

- Alleged violations are to be reported to the building principal or Athletic Director.

- A written report from an identified school personnel or authorities must be submitted to the administrator within three (3) business days of the alleged violation.

- The administrator will promptly notify a student of allegations being investigated. The building principal will make a determination. Appropriate procedural due process will be afforded the student.

- The administrator shall notify, in writing, the parents or guardian of the alleged violation and action taken or recommended by the administrator if any.

## IV. APPEAL PROCESS

In order to appeal the decision in “E” above, the parent or guardian must file a written appeal.

- The first appeal shall be made in writing by the parent or guardian to the administrator within three (3) days \* of the notification of the penalty.
- A second appeal shall be made to the building principal and/or his designee within three (3)\* days of the decision of the Athletic Director. The written appeal shall include a statement of all factual or procedural issues, which merits reconsideration.
- If not satisfied with the determination of the principal, a third appeal shall be made in writing to the Superintendent of schools and/or his designee within three (3)\* days of the decision of the principal.
- A final appeal must be made in writing to the Secretary of the Board of Education within three (3)\* days of the decision of the Superintendent. The appeal will be heard at the next regular Board of Education meeting or the Board may convene a special meeting to consider the appeal.

\*Days shall be considered school days or Monday through Friday during spring or summer recess.

Adopted: 7/18/88

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