

## **Extra-Curricular and Co-Curricular Activities Code of Conduct for Middle and High School Students**

Since participation in extra-curricular and co-curricular activities is a privilege, it is important that students, parents/guardians and other interested persons are aware of the following rules and regulations. As representatives of the schools, students are expected to exhibit appropriate behavior at all times. These rules are adopted by the School Board in order to support the social, emotional and physical well-being of students and promote healthy, enriching and safe co- and extra-curricular opportunities for all students.

1. Students in good standing may participate in the co- and extra-curricular activities of their school. A student is considered in good standing if he/she is not the subject of any disciplinary action for violation of any policy or school rule **and** is currently academically eligible based on MPA and school guidelines.
2. All participants are expected to come to school ready to learn on all scheduled school days. For the purpose of this policy, any student who misses any portion of the school day unexcused (including a third occurrence of unexcused tardiness in a semester) may **NOT** participate in co- and extra-curricular activities. Also, all students (even with excused absences) are required to attend at least **3 hours of a school day** to participate in after school events. Any exceptions to this requirement must be pre-approved by a building administrator.
3. Students suspended from school shall not practice, participate, attend, or compete in extra- or co-curricular activities (including tryouts and auditions) during the days of suspension.
4. Students are required to abide by all Board policies, school rules and any additional rules, and/or training guidelines imposed by coaches or advisors. Any additional rules and/or training guidelines must be consistent with Board policies and be approved by the Athletic Director or Activities Director.
5. Student use of tobacco, alcohol and drugs is illegal and negatively affects student health, safety and performance. Students participating in co- and extra-curricular activities carry a responsibility to themselves, their fellow students, coaches/advisors, parents and school to set the highest possible example of conduct, sportsmanship and training, which includes avoiding any involvement with tobacco, alcohol and drugs. Therefore, students participating in co- and extra-curricular activities may not engage in the prohibited behaviors and activities described in Policy JICH (Student Drug, Alcohol and Tobacco Use) for that season only.

6. Students are expected to conduct themselves so as not to discredit themselves, their team or organization, their coach or advisor, and their school. If a student is charged with a crime, he or she may be suspended from participation in co- or extra-curricular activities until the case is adjudicated. A student who is convicted of a crime may be suspended from participation in activities for a period of time to be determined based upon the facts of the particular case.
7. Students shall be responsible for all equipment and uniforms issued to them by the school. The cost of replacing damaged or lost equipment /uniforms will be the responsibility of the student. If not returned the student will not be able to participate in any further activities.
8. Students and their parents/guardians are required to sign the Co-Curricular/Extracurricular Contract as a condition of participating in co-curricular and extra-curricular activities. Students participating in fall sports (and their parents/guardians) must sign the contract at the beginning of pre-season. All other students who plan to participate in other co- or extra-curricular activities at any time during the school year (and their parents/guardians) must sign the contract at the beginning of the school year (or upon enrollment in school if transferring to the school).

### **Disciplinary Action**

Improper conduct, as determined by the Athletic Director/coach, Activity Director/advisor and/or administration shall result in disciplinary action up to and including removal/suspension from the team or activity (in addition to any discipline imposed under applicable Board policies or school rules). The Athletic/Activity Directors and coaches/advisors are expected to enforce all policies and school rules at all times and to use their best judgment in applying penalties for violations. The advisor or coach shall consult with the Athletic Director or Activities Director prior to suspending a student from an activity or team.

For infractions involving drugs, alcohol and/or tobacco, disciplinary action will be taken as specified below (in addition to discipline imposed under JICH and JICH-R).

Coaches/activity advisors may not impose additional disciplinary consequences. Repeat or extreme violations will warrant administrative review and additional sanctions.

Violations are cumulative during a student's middle school career, but do not carry over to the high school unless the MS student is in a Varsity Sport or HS sponsored activity.

Violations during a student's high school career are cumulative.

- **Tobacco violations.**

**First violation:** No participation in co- and/or extra-curricular activities for one week (7 calendar days). The student and his/her parent must participate in a meeting with an administrator and the Guidance Counselor / School Leader prior to returning to the activity.

**Repeat violations:** No participation in co- and/or extra-curricular activities for two weeks (14 calendar days). The student and his/her parent must participate in a meeting with an administrator and the Guidance Counselor / School Leader prior to returning to the activity.

- **Drug and alcohol violations.**

**First violation:** No participation in co- and/or extra-curricular activities for two weeks (14 calendar days) or duration of any extended out-of-school suspension. The student and his/her parent must participate in a meeting with an administrator and the Guidance Counselor / School Leader prior to returning to the activity.

**Second violation:** No participation in co- and/or extra-curricular activities for 30 calendar days. The student and his/her parent must participate in a meeting with an administrator and the Guidance Counselor / School Leader prior to returning to the activity.

**Repeat violations:** No participation in co- and/or extra-curricular activities for 60 calendar days. The student and his/her parent must participate in a meeting with an administrator and the Guidance Counselor / School Leader prior to returning to the activity.

If a violation occurs near the end of the school year, the suspension shall carry over to the next school year.

#### Self-Reporting of Violation

A student who violates Policy JJJ has the opportunity to report his/her violation to the Athletic Director or Activity Director by noon of the following school day. In such a case, the disciplinary action specified in the preceding section will be cut in half. This provision cannot be used to avoid discipline under this policy for a violation that has already been reported to the school or to avoid discipline for violations of Policy JICH, Student Drug, Alcohol and Tobacco Use.

#### Activity/Team Leadership Positions

A student elected to a leadership position for an activity/team forfeits that position. This meeting shall be facilitated by the Guidance Counselor / School Leader and attended by the Activity Director/Athletic Director and the coach/advisor. A final decision will be made by the coach/Athletic Director or advisor/Activity Director, taking into consideration the recommendation of the students. A second violation of Policy JJJ any time during the student's middle school or high school career will result in the loss of any leadership designation held.

### **Appeal of Suspension from Activity / Team**

- A student who wishes to appeal a suspension from a team/activity must first discuss the matter with his/her advisor or coach.
- Following that discussion, if the student and his/her parent/guardian wishes to appeal the suspension, it must be done in writing to the Athletic Director/Activity Director within three school days of notice of the suspension decision. The Athletic Director / Activity Director will conduct an investigation as he/she deems advisable and render a decision, in writing, to the student.
- If the student and his/her parent/guardian are dissatisfied with this decision, the decision may be appealed in writing to the Principal within three school days. The Principal will conduct whatever investigation he/she deems advisable and render a decision, in writing, to his/her parents within a reasonable time. The Principal's decision is final.
- The student shall remain under suspension during the appeal process.

Cross Reference:      JJJ - Extra/Co-Curricular Activities Contract  
                                 JICH – Student Drug, Alcohol and Tobacco Use  
                                 JICH-R – Student Drug, Alcohol and Tobacco Use Administrative  
                                 Procedure  
                                 JIC – Student Code of Conduct  
                                 JICIA – Weapons, Violence and School Safety  
                                 JKD – Suspension of Students  
                                 JKE – Expulsion of Students  
                                 JLCD – Administering Medications to Students  
                                 JRA – Student Records

**Adopted 6-26-06**

Vinalhaven School Department  
**Extra/Co-Curricular Activities Contract**

We understand that signing this contract is a condition for participating in **Vinalhaven School's** extra-curricular and co-curricular activities.

**For Parents:**

I acknowledge that I have received and read copies of the following Board policies: Student Drug, Alcohol and Tobacco Use (Policy JICH and Procedure JICH-R) and the Extra-Curricular and Co-Curricular Activities Code of Conduct (Policy JJJ).

**I understand that my child may not engage in the prohibited behaviors and activities described in Policy JICH at any time or place from the beginning of the student's first co- or extra-curricular activity of the school year through the end of the school year.** I will support my child in following these policies and understand that if my child violates these policies, he/she will be suspended from extra-curricular/co-curricular activities. I understand that it is my responsibility to see that my child reports any violation of the contract to the school administration.

Parent signature \_\_\_\_\_ Date \_\_\_\_\_  
Printed name: \_\_\_\_\_

**For Students:**

I acknowledge that I have received and read copies of the following Board policies: Student Drug, Alcohol and Tobacco Use (Policy JICH and Procedure JICH-R) and the Extra-Curricular and Co-Curricular Activities Code of Conduct (Policy JJJ).

**I understand that I may not engage in the prohibited behaviors and activities described in Policy JICH at any time or place from the beginning of my first co- or extra-curricular activity of the school year through the end of the school year.** I pledge to follow these policies, and understand that if I violate this pledge, I will be suspended from extra-curricular/co-curricular activities. I understand that it is my responsibility to report any violation of the contract to the school administration.

Student signature: \_\_\_\_\_ Date \_\_\_\_\_  
Printed name: \_\_\_\_\_