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# Extracurricular Code

## EXTRACURRICULAR & SOCIAL ELIGIBILITY CODE

### Introduction

The extracurricular activities are an important and integral part of the total school program. Their purpose is to promote physical, mental, social, emotional, and moral well-being of students. All students are provided an equal opportunity to participate in extracurricular activities consistent with the policies, rules and regulations of the Conestoga Valley School District, governing bodies of said activities, school buildings and individual clubs, groups and athletic teams. The rules and regulations of each extracurricular activity cover areas including but not limited to academic and attendance expectations, behavior, drugs, alcohol and tobacco and specific team rules. Participation in extracurricular activities is a privilege made available to students who agree to abide by the expectations stated in the Extracurricular Code and those developed by each respective coach or advisor.

Questions or concerns related to extracurricular activities should be directed to the athletic director's office (for sports related issues) and the principal's office for all others.

For purposes of this policy:

- ★ Extracurricular activities will be defined as those activities that occur before 7:40 a.m. or after 2:45 p.m. (including school-sponsored summer activities), or those unevaluated/ungraded activities that are incorporated in the school day.
- ★ Curricular activities will be defined as evaluated/graded content offerings scheduled between 7:40 a.m. to 2:45 p.m.
- ★ Students and parents must sign confirmation that they have read and understand the Extracurricular Code prior to participation in extracurricular activities.

**The Extracurricular Eligibility Policy, in addition to all other district policies, applies to all participants in extracurricular activities. Athletic participants are also governed by the PIAA rules.**

# THE POLICY

## I. Academic Requirements

- A. The academic performance of extracurricular participants will be monitored on a weekly basis. Students in grades 9-12 who fall below a 60% in more than one (1) class will be declared academically ineligible for the following week (see “B” below). Students in grades 7 & 8 who fall below 60% in more than two (2) core classes will be declared academically ineligible for the following week. **Academic ineligibility** means that the student will not be permitted to participate in any scheduled interscholastic athletic contest or event during the suspension period.
1. Student will be required to seek academic help before and/or after school or during other available times as necessary.
  2. Student will be given permission to seek additional academic help after school without penalty in their extracurricular activity as long as they produce valid documentation regarding the help session.
  3. Student may be permitted to practice with their team or group during the period of academic ineligibility in accordance with items 1 and 2 above.
  4. Student *will not* be permitted to dress, in uniform, for any interscholastic athletic contest or game during the suspension period.
  5. Student *may* be permitted to travel with the team or group to any official contest or event, with administrative approval.
- B. Students in grades 9-12 falling below 70% but above 60% in more than one (1) class will be placed on academic probation for the following week. Students in grades 7-8 who are falling below 70% but above 60% in more than two (2) core classes will be placed on academic probation. **Academic probation** means the student is in danger of becoming academically ineligible for athletics or extracurricular activities.
1. Student will be required to seek academic help before and/or after school or during other available times as necessary.
  2. Student will be given permission to seek additional academic help after school without penalty in their extracurricular activity as long as they produce valid documentation regarding the help session.
  3. Student may be permitted to practice with their team or group during the period of academic probation in accordance with items 1 and 2 above.
- C. Academic eligibility is determined each Friday. The period of suspension or probation runs from the Sunday immediately following that Friday until the next Sunday.
- D. Students on academic suspension of three (3) or more consecutive weeks during the season may be dismissed from the activity by the head coach, advisor or administration.
- E. The student, the student’s parents or guardians, teachers, the head coach or advisor, the school administration, and the guidance department will all be notified in writing by the athletic director of the student’s suspension or probation.
- F. According to PIAA regulations, if a student’s grades are not passing minimum standards at the end of the marking period, that student will be placed on suspension for a period of 15 school days at the start of the next marking period. This suspension begins on the first day report cards are issued.

- G. Academic performance will be regarded as continuous from one year to the next and from middle school to high school. At the end of the school year, the student's final credits in his subjects rather than his/her credits for the last grading period, shall be used to determine his/her eligibility for the next grading period.
- H. Students, whose work does not meet minimum standards, who attend summer school and correct their deficiencies, shall be eligible.

## II. Attendance requirements

- A. A student must be in school by 9:30 a.m. in order to attend or participate in an athletic contest/practice or activity that day. Exceptions will be made by the building administration if the student presents an approved excuse. Examples of approved excuses include doctor's note/medical appointment, court appearance, college visitation, family emergencies and other special circumstances as approved by the administration. Notes written by parents/guardians are not considered approved excuses for this attendance requirement.
- B. If a student is absent the last school day of the week and the activity is on a non-school day, the student is not eligible to participate. Exceptions will be made by the building administration if the student presents an approved excuse. Examples of approved excuses include doctor's note/medical appointment, court appearance, college visitation and family emergencies. Notes written by parents/guardians are not considered approved excuses for this attendance requirement.
- C. According to PIAA regulations, any student absent for 20 or more days during a semester, whether excused or unexcused, is ineligible until he/she is in attendance for 45 school days beyond the 20th day of absence.

## III. Behavioral Expectation Requirements

**Behavior Expectations** - Students who participate in CV extracurricular activities are expected to adhere to high levels of sportsmanship, exemplify good character, demonstrate respect for self and others and act appropriately at all times, both in and out of school. This applies to both in-season and off-season time periods as well as periods of preparation for other school activities such as stage and music performances and club competitions and events. These expectations are exceptionally important in all interactions involving teammates, opponents, coaches/advisers, fans and officials. Students who fail to adhere to the behavioral expectations of the Extracurricular Code may be denied the privilege to participate in extracurricular activities.

- A. **Unsportsmanlike Conduct:** A display of unsportsmanlike conduct, including use of profanity, toward an opponent or official during a practice, or activity will result in counseling by the head coach or adviser and possible suspension from the activity. Spectator unsportsmanlike conduct may also be subject to disciplinary action.
- B. **Criminal Infractions/Inappropriate Conduct:** Any criminal infractions or inappropriate conduct determined by the head coach, adviser and/or administration to be detrimental to other participants, the extracurricular program, or the school district in general and that occur during the season or throughout the school year and whether on or off school property will result in a meeting with the participant, their parents, the head coach/adviser and a school administrator. The meeting will be conducted for the purpose of reviewing the incident and applying the standards of the Extracurricular Code. If it is found that a student has violated the Extracurricular Code in this category the student may be suspended or removed from the activity. Serious and/or consistent violations of the Extracurricular Code during the

off-season may result in a student being suspended or denied participation in the upcoming season for part or all of that season.

- C. **Theft Damage:** Theft/damage to school property denotes poor school citizenship and the student involved will be referred to the principal for disciplinary action.
- D. **Drugs, Alcohol Tobacco and/or Nicotine Products:** A student found to be selling, providing, in possession of, or under the influence of drugs, alcohol tobacco and/or nicotine products, whether in school-related or non-school related activities and whether on or off school campus, will be assigned to a period of social probation. A first offense will generally involve social probation for 45 to 60 calendar days. Infractions related to the selling or furnishing of drugs and/or alcohol may face social probation assignments of 90 to 180 days. If the school year concludes before the period of social probation has been completed, social probation will continue at the beginning of the next school year. Any paraphernalia violations where there is no evidence of illegal substances may be limited to 15 to 30 days social probation. Penalties will not be cumulative from CV Middle School to the CV High School.
1. A suspension can be reduced to 20 days for a first offense if the student successfully completes a drug and alcohol program and performs 20 hours of community service. Both the drug and alcohol program and community service must be approved by administration. The student may complete the drug and alcohol program through the school's Student Assistance Program (SAP) or through a private provider at their own expense.
  2. A subsequent drug or alcohol offense in accordance with this policy will result in social probation for one (1) calendar year. Any exceptions with a second offense due to unique or mitigating circumstances must be appealed to the superintendent, who may place conditions for such exceptions as deemed appropriate. There will be no administrative appeals for additional drug and alcohol violations.

**Exemption from Drug, Alcohol and Tobacco policy:** A student may be exempted from the requirements of this policy if he or she voluntarily seeks help for a substance abuse or alcohol problem before he or she involved in any action, which might result in the application of this policy. That request for help can be made to any staff member who will refer the student to the Student Assistance Program (SAP) or the counselor. A student's exemption from disciplinary action is dependent upon their full cooperation with the recommendations of the SAP or counselor. The exemption from disciplinary action relates only to the admission of substance abuse and the request for help! It does not apply to any future violations of the drug and alcohol policy.

- E. **Administrative Action:** The following administrative actions may be used in response to violations of the Extracurricular Code:
1. **Suspension :** During a suspension for disciplinary reasons,
    - a. The student will not be permitted to participate in any scheduled game or event during the period of suspension.
    - b. They may be permitted to practice with their team or group during the period of suspension.
    - c. They may *not* be permitted to travel with the team or group to any official contest.
    - d. They will *not* be permitted to dress for a game or contest during the period of suspension.

**Social Probation:** Students may be assigned to social probation for violations of the Extracurricular Code. Students assigned to social probation are prohibited from the following:

- a. Participation in or attendance at home or away extracurricular activities (including school-sponsored, extracurricular field trips and special events).
- b. Driving to or from any school property.
- c. After school non-academic use of facilities.
- d. Participation in leadership and representative positions.

The length of a social probation assignment may vary according to the nature of the violation. Social probation will be assessed using calendar days. Students assigned to more than 20 days of social probation may be provided an opportunity to reduce the duration of their assignment. Such reductions shall be granted in accordance with the successful completion of conditions that have been determined by administration to be rehabilitative in nature.

*NOTE: Refer to Section III - D for additional information on social probation for violations of the Extracurricular Code in the area of drug, alcohol and tobacco/nicotine products.*

#### **IV. Team/Club Membership**

Students are expected to accept the rules, regulations and responsibilities that are unique to their selected extracurricular program(s). Students are expected to willingly accept these obligations as condition for membership on any teams/clubs.

##### **A. Earning a Varsity Letter**

1. Completion of the sports season, including post-season, playoffs and exhibitions is required to earn a varsity letter or be eligible for other team or individual awards.
2. Exceptions to this rule will include medically excused absences and extenuating circumstances approved by the head coach and/or administration.
3. Students who quit or are removed from extracurricular activities for disciplinary reasons during the season are not eligible to earn a varsity letter or other awards for that season.

**B.** When provided, students shall use **school transportation** for travel to and from away activities. Exceptions to school transportation include:

1. Injury requiring alternate transportation.
2. Prior arrangement made in writing between the participant's parent/guardian and the athletic director/adviser for the student to ride with the parent/guardian of those specified by the parents. When the parent/guardian is present at the activity, they may verbally inform the coach or adviser that they are taking their child with them.

##### **C. Equipment:**

1. All equipment/uniforms issued to participants are considered to be the property of Conestoga Valley School District and as such must be returned at the conclusion of the season.
2. Equipment/uniforms must be returned according to the directions and conditions set forth by the head coach/adviser or their designee.
3. Equipment/uniforms must be maintained in good condition and if lost, stolen, or damaged become student obligations. All extracurricular obligations must be met prior to students being permitted to participate in the next season's activities.

#### **D. Removal/Quitting**

1. An athlete may not quit one sport or club and participate in another after the first two weeks of practice without the consent of the athletic director or building administration.
2. A student suspended from a team may not practice in another sport or activity until the present sport/activity is ended unless approved by the athletic director and administration.

**E. Participation in Multiple Activities:** Student-athletes who wish to participate in more than one sport *during the same season* must obtain prior approval from the athletic director and administration. Approval of coaches/advisors is required for students who wish to participate in one sport and/or one or more extracurricular activities occurring at the same time. (Administrative approval is not required in these cases.)

**F. Issues and Concerns:** When in the course of participating in extracurricular activities a student has a question or experiences a problem regarding team or club rules and/or the decisions of the coach/adviser, they should make arrangements to meet with the coach/adviser privately at a mutually agreeable time to discuss the matter. If issues of this nature are not resolved, the matter should be referred to the athletic director (for sports-related issues) or middle school or high school principal.

