



## 2017/2018 Athletics and Activities Code of Conduct for Extracurricular Programs

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### **Athletic/Activity Participation Core Beliefs**

All students and their parents/guardians are expected to carefully review the following Athletics and Activities Code of Conduct in order to have a thorough understanding of the rigorous conduct standards expected of all District 300 students who participate in athletics and activities. The conduct code is based on the belief that participation in athletics and activities is a privilege and not a right. By accepting this privilege, students are expected to adhere to a higher standard of conduct. All District 300 sponsors, coaches, volunteers, and staff are committed to enforcing the Code of Conduct and the behavior expectations described in the District 300 Parent/Guardian Student Handbook.

Students who are selected for the privilege of membership on athletic teams and other school-sponsored activities must conduct themselves as exemplary representatives of their schools. In order to assure this conduct, student behavior guidelines are enforced in and out of season. The athletic and activity behavior code is in effect twelve months of the year, seven days a week, twenty-four hours a day, on and off school grounds until the end of the spring sport playoff season of a student's senior year. Furthermore, members of teams and organizations who fail to abide by the rules for participation are subject to disciplinary actions. Likewise, all spectators – including parents/guardians – are expected at all times to use respectful language and behaviors; failure to do so may result in prohibited or limited attendance at school-sponsored athletic events or activities.

### **Prohibited Activities and Violations of the Code of Conduct**

Prohibited activities include, but are not limited to, the following:

- Using, attempting to use, possessing, purchasing, selling, distributing or assisting another person in the use, attempted use, possession, purchase, sale or distribution of tobacco, tobacco products, electronic cigarettes, and/or look-alike drugs or alcohol
- Using, attempting to use, possessing, purchasing, selling, distributing, being under the influence of or assisting another person in the use, attempted use, possession, sale or distribution of alcohol, drugs, controlled substances, other illegal mood-altering and/or performance enhancing drugs or chemicals, or any other substance used to obtain an altered mental state or "high"
- Attending a gathering or riding in a vehicle where there is a report verified by school administration of minors drinking alcohol, minors having open alcohol, or minors' drug use
- Gross misconduct that is considered detrimental to his/her team or school. Some examples of gross misconduct may include, but are not limited to, illegal or criminal behavior, theft, fighting, vandalism, lying to school officials, academic dishonesty, falsifying information/signatures, \*hazing or bullying, cyber-bullying, poor sportsmanship, or intimidating acts.

\*Hazing and bullying activities are strictly forbidden at any time and in any location. Hazing is any humiliating or dangerous activity expected of a student to belong to a team or group, regardless of his or her willingness to participate. (Adapted from the definition of hazing adopted by the National Federation of State High School Associations.) Bullying is any physical or verbal act or conduct that has or can be reasonably predicted to place a student in reasonable fear of harm; cause a detrimental effect on a student's physical or mental health; interfere with a student's academic performance; or interfere with a student's ability to participate in or benefit from school activities. (Adapted from the definition of bullying included in the Board policy 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment.)



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---

Coaches, teachers, school staff, and any person from the public may report to the Athletic Director an alleged violation of the Code of Conduct at any time. After verifying the validity of the report, school authorities will investigate and follow appropriate due process procedures.

### Self-Reporting a Code of Conduct Violation

A participant or parent/guardian may voluntarily report to the Athletic Director or other school authority a first-time Code of Conduct violation involving any of the prohibited activities listed above. The participant or parent will not be eligible for the terms of self-reporting after school authorities have initiated an investigation involving the violation. In other words, as soon as the participant or parent/guardian is aware that the participant has committed a code violation, they must immediately notify the athletic director or other school administrator. Self-reported incidents may result in further investigation by school authorities for verification or for school-related purposes involving other students. Legitimate self-reported incidents will be recorded as a first offense, but the consequences will be held in abeyance (i.e., "put on hold") provided the individual maintains behaviors consistent with the expectations and standards of the Athletic and Activities Code of Conduct and all District 300 rules and policies. Self-reporting may be used one time only in the participant's academic career and only with regard to a first violation. If the student commits an additional violation of the Code of Conduct, he or she will be held accountable for consequences appropriate for a second offense.

### Code of Conduct Violations and Consequences

All penalties involving this Code of Conduct are cumulative for the tenure of the student's athletic career in School District 300. All penalties will be enforced at all levels. If a player is playing on more than one level or sport, the student will serve the consequence on both levels and sports. If the player is serving a consequence at one level or sport, the student may not participate at another level or sport.

1. **First Violation of Athletic Code:** Beginning with the first competition following notification of the violation, the student will lose eligibility from competition for twenty percent of the contests during their season (rounded up to the nearest whole number). Based on the circumstances of the violation, the nature of the sport or activity, and the decision of the Athletic Director and the coach, the student may still be expected to practice with the team, or the student may be excluded from practicing with the team.
2. **Second Violation of Athletic Code:** Beginning with the first competition following notification of the violation, the student will lose eligibility from competition for forty percent of the contests during their season (rounded up to the nearest whole number). If the violation involves a second occurrence of possessing or being under the influence of alcohol, tobacco, drugs, or other controlled substance, the student must participate in a certified alcohol or drug education program and provide documentation indicating successful completion. Based on the circumstances of the violation, the nature of the sport or activity, and the decision of the Athletic Director and the coach, the student may still be expected to practice with the team, or the student may be excluded from practicing with the team.
3. **Third Violation of Athletic Code:** Beginning with the date of the violation notification, the student will lose eligibility from competition for one calendar year. Based on the circumstances of the violation, the nature of the sport or activity, and the decision of the Athletic Director and the coach, the student may still be expected to practice with the team, or the student may be excluded from practicing with the team.
4. **Any Additional Violations of Athletic Code:** The student will lose eligibility from all athletic activities for the remainder of his/her school career. The student will not be allowed to practice with any athletic team.



## 2017/2018 Athletics and Activities Code of Conduct for Extracurricular Programs

---

To calculate the number of contests the athlete must miss for any violation, the penalty will be based on the maximum number of regular season contests in the particular sport or activity. The total number of contests or events missed will vary with each sport or activity. If the violation requires the student to serve a suspension from school, the athletic penalty begins on the date of the suspension so that competitions missed while the student is suspended count toward the total competitions missed. If the violation occurs during the off-season, or the season length does not allow the athlete to successfully complete the suspension, the suspension period will carry over to the next season.

### **All Student Athletic participants – Suspension and Appeal Procedures**

#### **School authorities shall follow these procedures for violations of the Athletic and Activities Code of Conduct:**

- Conduct an investigation to determine the extent and nature of allegations
- Notify students verbally or in writing of the allegations
- Provide students with an opportunity to respond to the allegations; students must provide their written statement on the school's Student Incident Report form
- If the results of the investigation indicate a violation of the Athletic and Activities Code of Conduct has occurred, notify students of the athletic and/or activities consequences. If the results of the investigation indicate a violation of Board Policy 7:190, Student Discipline, notify students of any additional school-related consequences
- Provide written notification of the athletic and/or activities consequences to parents or guardians; also provide written notification of any additional school-related consequences

#### **School administration shall follow these guidelines for an appeal regarding an athletic suspension; appealing a suspension will NOT hold the terms of the athletic suspension in abeyance:**

- Parents/Guardians must submit a written suspension appeal request to the school's Athletic Director or Principal within 3 days of the student athlete being suspended; the request must state the reason for the appeal, and the desired outcome expected
- After a hearing is requested, school administration will contact D300 Central Office to validate the hearing request, establish the hearing date/time, and arrange for a hearing officer to conduct the athletic suspension hearing
- School administration communicates the date, time, location of the hearing to the student athlete and the student's parent/guardian. The student athlete and his or her parent/guardian must be present at the hearing
- The hearing officer is responsible for conducting the hearing and submitting the information to the Superintendent or designee. The Superintendent or designee decides the outcome of the appeal based on the information provided by the hearing officer
- The decision of the Superintendent or designee is final and is communicated to the family by the Superintendent's staff and/or by the hearing officer

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### **HIGH SCHOOL – Additional Information**

**Fees:** There is a user's fee assessed to each participant in each sport; athletic participation fees and obligations must be paid in full at least one week prior to the start of the athletic season. No student will be allowed to participate in athletic try-outs, practice, or competitions until all athletic registration and obligations have been completed and paid in full. Student athletes or student activity participants must pay for any school-issued equipment or uniform not turned in by the due date specified by the coach or sponsor. Each student athlete will be charged for a maximum of 2 high school sports per school year and/or a family cap of 4 high school sports per school year. No payment plan is offered for these types of charges.



## 2017/2018 Athletics and Activities Code of Conduct for Extracurricular Programs

---

**Lockers:** Students are responsible for removing everything from their athletic lockers when their season ends. The school is not responsible for students' personal items left in locker rooms or inside lockers; neither the school nor the district will offer any type of reimbursement for personal items that are lost or stolen.

*(High School – Additional Information, cont.)*

**Academics and Attendance:** According to the Illinois High School Association [IHSA], student IHSA participants must pass twenty-five credit hours of high school per week, or five .5 credit courses. Students must pass and earn full graduation credit for twenty-five credit hours per semester to be eligible for the following semester. Additional IHSA requirements can be found at [ihsa.org](http://ihsa.org). All student participants must be in attendance for at least half of the academic school day in order to participate in same-day contests or competitions. Students who are ineligible to participate in physical education classes will be ineligible for athletic participation. Supporting eligibility definitions and exceptions are determined by school administration.

**Physical Examinations:** Student athletes must provide a certificate of physical fitness issued by a licensed medical physician, physician's assistant, or nurse practitioner not more than 395 days preceding any date of participation in any sport – including try-outs. High school student athletes are required by the IHSA to give permission to submit to a drug test at any time. Prior to athletic participation, all students are required to submit a waiver signed by a parent or guardian giving permission to drug test their child.

**Transportation:** Members of school teams or activities must travel to and from events in transportation scheduled for use by the Athletic Director or designee. The student participant may travel with a parent or guardian only if written permission has been obtained and pre-approved by the Athletic Director. When school-sponsored transportation has been provided, students are not allowed to drive themselves to and from events. Failure to use transportation as directed or to act appropriately while using transportation services will result in suspension from participation or competition for a length of time determined by the coach, sponsor, or Athletic Director.

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### **MIDDLE SCHOOL – Additional Information**

**Fees:** There is a user's fee assessed to each participant in each sport; athletic participation fees and obligations must be paid in full at least one week prior to the start of the athletic season. No student will be allowed to participate in athletic try-outs, practice, or competitions until all athletic registration and obligations have been completed and paid in full. Student athletes or student activity participants must pay for any school-issued equipment or uniform not turned in by the due date specified by the coach or sponsor.

**Academics and Attendance:** Students must be passing at least five classes in order to be eligible for participation. All student participants must be in attendance for at least half of the academic school day in order to participate in same-day contests or competitions. Students who are ineligible to participate in physical education classes will be ineligible for athletic participation. Supporting eligibility definitions and exceptions are determined by school administration.



## 2017/2018 Athletics and Activities Code of Conduct for Extracurricular Programs

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**Transportation:** Members of school teams or activities must travel to and from events in transportation scheduled for use by the Athletic Coordinator or designee. The student participant may travel with a parent or guardian only if written permission has been obtained and approved by the Athletic Coordinator or designee. Failure to use transportation as directed or to act appropriately while using transportation services will result in suspension from competition for a length of time determined by the coach, sponsor, and/or Athletic Coordinator.