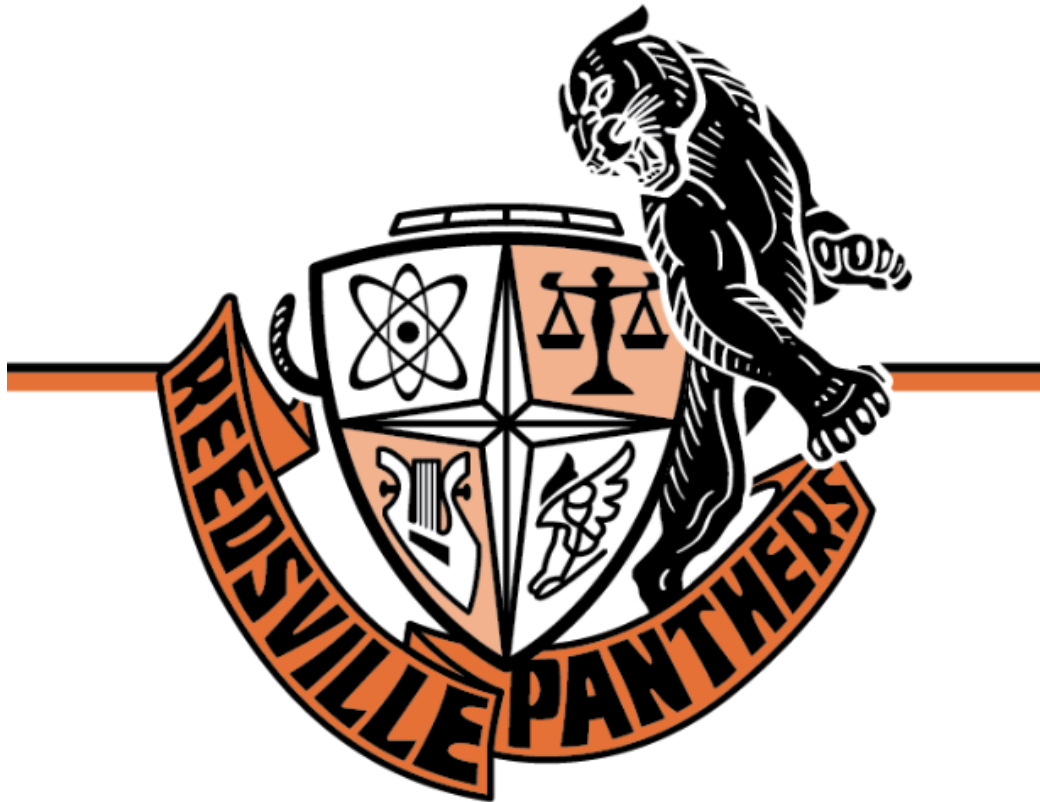


Reedsville School District



Co-Curricular Code of Conduct

Adopted 07/2021

CONTENTS

Contents..... Page 2

Introduction to the Co-Curricular Code..... Page 3

Philosophy, Participation Statement, Sport/Activity Groupings, Academic Eligibility..... Page 4

Academic Eligibility (Cont.), School Attendance..... Page 5

Cell Phone Privacy, Transportation, Equipment, Quitting, Communication..... Page 6

Pre-Season Meetings, Eligibility Requirement for WIAA Sanctioned Athletes, WIAA Guidelines for Athletic Participation, 5th-8th Grade Non-WIAA Sanctioned Eligibility Requirements..... Page 7

Athletic Injuries and Their Care, Insurance, Code of Conduct Violations, Honesty Clause..... Page 8

Code of Conduct Level 1 Violations, Penalties for Level 1 Violations, Code of Conduct Level 2 Violations..... Page 9

Code of Conduct Level 2 Violations (Cont.), Penalties for Code of Conduct Level 2 Violations..... Page 10

Code Violation and Penalty Guidelines, Code of Conduct Violation Reporting Procedure..... Page 11

Code of Conduct Violation Suspension Procedure, Code of Conduct Level 2 Violation Reinstatement Procedure (Cont.), Appeal Process..... Page 12

Notification and Verification, Nondiscrimination Notice..... Page 13

INTRODUCTION

Hello,

For those reading this document, thank you for participating in or encouraging your student to participate in co-curricular programs in the Reedsville School District. Co-curriculars are a valuable experience that will create memories and instill lessons that will last a lifetime. In order to provide equal and fair opportunity, uphold high standards, and create an environment conducive to growth and opportunity the following co-curricular code of conduct has been created and will be enforced to provide this experience for Reedsville students.

In the spirit of these goals, participants, families, and any individuals involved in co-curricular activities at Reedsville should conduct themselves in a manner that positively reflects the values of our school and community. If you have questions of what this might look like in practice please see the following link:

<https://www.wiaawi.org/Portals/0/PDF/Publications/parentalguide.pdf>

This document outlines information for participants and families from grades 5-12 but note that every part of this document does not pertain to certain participants, there are specific differences between grades 5-6, 7-8, and 9-12 that are noted in this document.

When questions come up, please refer to this guide and utilize the resources available on the WIAA website, if applicable. If you have further questions, please contact individuals according to the chain of command on page 6. If further information is needed please do not hesitate to contact me at bkrull@reedsville.k12.wi.us

As acknowledgement and acceptance of this code be sure to sign the Co-Curricular Code Agreement that will be distributed to students.

One Town, One Team, Every Season - Go Panthers!

Benjamin Krull
Activities/Athletic Director

PHILOSOPHY

The Reedsville School District sponsors co-curricular programs to provide students with additional opportunities for personal growth, self-discipline, skill development, cooperation with others, creativity and fun. The co-curricular program is a valuable part of the total education experience, in which students can further their mental, physical, social and emotional development. These activities are open to all students and will occur in a safe and encouraging environment where all participants can learn and grow. Through participation in these activities, students can have experiences and training in events not ordinarily obtainable in the general curriculum. Coaches and advisors take the opportunity to teach students lessons such as teamwork, responsibility, leadership, communication, respect and fitness.

PARTICIPATION STATEMENT

Co-curricular participation in the Reedsville School District is voluntary and all students are encouraged and invited to partake in this privilege. As a privilege, not a right, co-curricular participation carries with it certain responsibilities and expectations that promote growth toward becoming a responsible member of society. Furthermore, co-curricular participation provides students with opportunities to represent themselves, their family, our school and our community, and his/her actions both on the team and throughout the community will determine how the school is judged by the public. It is the hope of the school that the student's conduct will be exemplary at all times, and that he/she will follow the rules of the activity and display positive behavior/sportsmanship at all times.

An athlete is defined as any boy or girl who joins an interscholastic athletic team. Participation at the high school is limited to one school-sponsored sport per season. Membership begins with the first day of practice with each team and continues until the **season is officially concluded for the school year after the last organized team activity.**

An activity participant is defined as any boy or girl who joins a school co-curricular activity as described within this handbook. Membership begins with the first day of school with each activity and continues until the co-curricular activity is officially concluded for the school year.

All participants must abide by all rules and responsibilities of this code of conduct at all times (24 hours a day/365 days per year) in order to continue participating in co-curricular activities.

SPORT/ACTIVITY GROUPINGS

This code of conduct is divided into two Groups (I & II) of sports/activities in which students may be involved. The penalties for violation of school district policies and rules vary depending on whether the student is in a Group I or II Activity. Any violation of these rules will affect every activity the student is currently participating in. If the violation occurs out of season, it will apply to the next activity in which the student participates within each grouping.

GROUP I ACTIVITIES: Refers to all WIAA sanctioned high school sports and **5th-8th grade non-WIAA sanctioned** school sports listed below. NOTE: High school students may not participate in more than one school-sponsored sport at one time.

High School Fall: Cross Country, Football, Volleyball
 Winter: Basketball, Wrestling
 Spring: Baseball, Golf, Softball, Track & Field

5th-8th Grade **Fall: Cross Country, Football, Volleyball (7th & 8th only)**
 Winter: Basketball, Wrestling
 Spring: Track & Field

GROUP II ACTIVITIES: Refers to Co-Curricular Activities not mentioned in Group I which are competitive or representative of the Reedsville School District in a public venue.

High School
Badger Boys/Girls State, Forensics, National Honor Society, Big East Conference Honors Band/Choir, Big East Conference Art Show, Plays/Musicals, Solo Ensemble, Class Officers/Student Council, Drama Club, Spanish Club, FFA, FBLA, Yearbook, Robotics, Reedsville Go Club, **Youth in Government, Skills USA**

****This list is not intended to be inclusive, as activities may be added or deleted****

ACADEMIC ELIGIBILITY

A student's academic progress will be reviewed on a weekly basis by their academic advocate. **Furthermore, a student's academic progress will be reviewed by the Athletic & Activities Director after the completion of 30 school days in each term and any student that has a failing grade at that time will meet with the Athletic & Activities Director to review their current academic standing and the eligibility requirements.**

Grades will be evaluated for eligibility at the end of each **grade reporting** period. Grades used to declare eligibility for an activity are the student's grades from the preceding **grade reporting period**. The fourth term/**second semester** grades carry over to the next school year. Ineligibility will begin at **the end of the school day** on the day grades are due in the school office. Eligibility will be restored at **the end of the school day** on the day grades are due in the school office.

For 9th-12th Grade students in semester long courses the grade reporting periods for eligibility are defined as the conclusion of Quarter 1, Semester 1, Quarter 3, and Semester 2.

A student who receives one or more failing grades at the **end of term/semester grade reporting** period will be ineligible to participate in all activities and competitions and may not wear the team uniform for the next 15 school days; however, the student is eligible to practice and attend competitions. On the 16th school day, the student may regain eligibility by passing all classes. If a student is not passing all classes, then they remain ineligible until the 30th school day. On the 31st school day, the student may regain eligibility by passing all classes. If a student is not passing all classes, then they remain ineligible until grades are finalized for that grading period.

Any incomplete will be treated as a failure until it is made up unless the teacher of the course involved signs a statement saying that the student's incomplete was due to illness or injury and not due to student neglect. Students may have up to two weeks to make up incomplete coursework. Once completed, provided the student is now meeting all eligibility standards, he/she will immediately become eligible.

A student that is academically ineligible based on the preceding grade reporting period is not permitted early release privileges for co-curricular activities during any course in which there is a failing grade.

A student must be academically eligible to participate before they may start serving a code violation. Academic ineligibility does not carry over from middle school to high school.

Fall Sports Adjustment

For a student with one **or more** failing grades in the previous grading period, the minimum eligibility shall be the lesser of 21 consecutive calendar days beginning with the date of the earliest allowed competition in a sport or **one-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).**

A student with one **or more** failing grade(s) in the previous grading period may erase ineligibility status following the last grade reporting period of the school year through successful completion of a **pre-approved** summer school course at the same or some other school, provided the **student successfully completes not less than the same number of courses which** caused ineligibility. NOTE: This must be pre-approved by school administration and any/all costs incurred are the full responsibility of the student

5th-8th Grade Non-WIAA Sanctioned Athletics Academic Eligibility

5th & 6th Grade student-athletes will be exempt from the academic eligibility standards in this section.

7th & 8th Grade student-athletes will be subject to the same end of term academic eligibility requirements. However, if a student has one or more failing grades they may regain eligibility with a recurring grade check after every 5 school days. This reinstatement procedure will remain in place until eligibility is restored by earning passing grades in all classes or by earning passing grades in all classes at the conclusion of the grade reporting period.

SCHOOL ATTENDANCE

Unless a student has an approved pre-arranged absence, students must be in attendance for a minimum of **half of the school day, including the last class period of the day, in order to participate in a school activity that day.** If a student misses up to **half of the school day** that absence must be excused. The intent is that the student must complete the school day, unless there has

been an approved pre-arranged absence. If a student is too ill to complete the school day, then they are too ill to participate in co-curricular activities that day.

Furthermore, students must be in attendance the day following a school activity, or have prior approval for an excused absence or they may lose eligibility for future events. For activities scheduled on a non-school day, a student must adhere to attendance requirements on the preceding school day. School administration will handle all excuses and determine the validity of the excuse.

CELL PHONE PRIVACY

It is the practice of the Reedsville School District to ensure the privacy of all individuals during the time they occupy locker room facilities at school and during school sponsored events. All use of cell phones and other image-recording devices is prohibited in locker rooms per Wisconsin State Statute 175.22. If a cell phone is found in the locker room the coach/advisor has the right to confiscate the phone. If compromising photos and/or inappropriate messages are found to be taken with the phone, then immediate removal from the co-curricular activity may result.

TRANSPORTATION

All students participating in co-curricular activities are expected to use school provided transportation to and from competitions. Students will be allowed to ride home from the event with their parents provided the advisor has a written **or digital** note signed by the **parent/guardian** of the student and approved by school administration prior to the event. The student **or parent/guardian** must submit the signed, written **or digital** note to their coach/advisor prior to the event.

EQUIPMENT

Co-curricular participants are responsible for any uniforms and/or equipment issued to them. Each co-curricular participant is financially responsible for all lost, damaged (through negligence), or unreturned items issued by school officials in that student's name. Students will not be allowed to participate, practice, or compete in another sport until he/she has returned or paid for all uniforms and equipment that was issued to them in a previous season.

QUITTING

A student who quits or is dropped from a team/activity for disciplinary reasons is not eligible to compete in another activity for the same season without agreement by both the coaches/advisors and the Athletic & Activities Director. A student who quits does not receive credit for serving a suspension. It is expected that the student will contact the coach/advisor or Athletic & Activities Director to discuss their withdrawal from an activity. Any student who is cut from an activity may compete/participate in another activity during that season.

COMMUNICATION

There will be occasions when students and/or their **parent(s)/guardian(s)** have questions or concerns about a program or participation in a program. The Reedsville School District believes that questions and concerns can be addressed best when issues are brought to those who have first-hand information and can address those questions and concerns best. It is expected that the student will first contact the coach/advisor to discuss questions or concerns, prior to withdrawing from an activity.

We expect that a private meeting with the coach/advisor will be set-up to bring concerns forward in a professional manner.

We expect that concerns are not brought forward during the immediate hours leading up to an event and that there is a 24-hour waiting period after an event concludes.

Appropriate topics for discussion with coaches/advisors include: expectations of your child, treatment of your child, your child's behavior, and ways to help improve your child's skills. Discussing other students is not appropriate. Furthermore, personal attacks of any coaches/advisors will not be tolerated.

All questions or concerns are to be addressed by contacting personnel in the following chain of command:

1. **Advisor, Specific Team Coach (JV/JV2/Varsity), or Event/Position Coach**
2. **Head Coach in Sport, if applicable**

3. Athletic & Activities Director
4. Building Principal
5. Superintendent

It is vital that students communicate with their coach/advisor when doctor appointments, family emergencies and other important events will keep the student from participating in practices, meetings, competition, events, etc. It is expected that the student will communicate to their coach/advisor prior to being absent.

PRE-SEASON MEETINGS

Coaches/Advisors are expected to conduct a pre-season meeting in order to review their expectations of team/group members and goals for the program. Coaches/advisors may have rules in addition to the code of conduct that are approved by school administration and these rules will be discussed at the pre-season meeting. In these cases, an activity-specific handbook will be provided and both students and parents will be asked to sign a form stating that they are aware and agree to these rules.

At the varsity level, a student may receive a varsity letter/pin/certificate if he/she meets the criteria established by his/her coach. Additionally, varsity-lettering requirements for each sport will be listed in the sport-specific handbook and discussed at the pre-season meeting. Each sport has its own standards and each coach has the right to deviate from these standards in special cases. Students performing at non-varsity levels may receive awards upon completion of their season.

ELIGIBILITY REQUIREMENTS FOR WIAA SANCTIONED ATHLETICS

These Rules of Eligibility are established by the Wisconsin Interscholastic Athletic Association (WIAA) and are supplemented with Reedsville School District rules. (Note: A complete list of WIAA guidelines and procedures for review are available online at www.wiaawi.org)

The following documents need to be submitted to the athletic department prior to participation:

1. Enrollment in the Reedsville School District as a full-time student.
2. A current physical exam form or alternate year card is required to participate. The physical exam form must be completed every other year, with April 1st as the earliest day of examination. The alternate year card with parent or guardian signature is used in the second year.
3. A WIAA athletic eligibility document must be completed each year.
4. A concussion disclosure and consent document must be completed each year.
5. An emergency medical form must be completed each year.
6. A co-curricular code of conduct contract must be completed each year.

WIAA GUIDELINES FOR ATHLETIC PARTICIPATION

1. An athlete must meet school and DPI requirements defining a full-time student.
2. An athlete must remain in good academic standing in order to compete in any sport.
3. An athlete must be an amateur in all recognized sports of the WIAA in order to compete in any sport.
4. An athlete may not receive reimbursement for play in the form of salary, cash or merchandise.
5. An athlete may not accept merchandise awards such as jackets, sweaters, watches, rings, balls, etc.
6. An athlete may not permit the use of his/her name, picture, or personal appearance, as an athlete, in the promotion of any commercial endeavor.
7. An athlete may not play in a contest under a name other than his/her own.
8. An athlete may not play in a non-school contest at the same time that he/she is a member of a school team in that sport.
9. An athlete shall be suspended from interscholastic athletics (competition) for acts at any time (including summer involving buying, selling, use and/or possession of alcohol, tobacco, or other drugs).
10. An athlete may not compete if she/he becomes nineteen (19) before August 1 of any school year.

5th-8th GRADE NON-WIAA SANCTIONED ATHLETICS ELIGIBILITY REQUIREMENTS

The following documents need to be submitted to the athletic department prior to participation:

1. Enrollment in the Reedsville School District as a full-time student.

2. A current physical exam form or alternate year card is required to participate. The physical exam form must be completed every other year, with April 1st as the earliest day of examination. The alternate year card with parent or guardian signature is used in the second year. (Note: 5th & 6th Grade student-athletes are not required to complete the documents listed in #2 until the 2022-23 school year.)
3. A concussion disclosure and consent document must be completed each year.
4. An emergency medical form must be completed each year.
5. A co-curricular code of conduct contract must be completed each year.

ATHLETIC INJURIES AND THEIR CARE

Potential Dangers in Athletic Participation

Parents and students should fully understand and appreciate the risk of serious personal injury associated with participation in the interscholastic athletics program provided by the Reedsville School District. Participation in school activities involves flying objects, swift movement of bodies which many times are airborne, and unavoidable collisions. Athletic activities are hazardous and taking part in such activities is a calculated risk taken on the part of the student/athlete and parents. It is also understandable that to many young adults, the potential benefits exceed the potential hazards. The very element of a calculated risk makes the participation a stimulating adventure and satisfies the student athlete's desires for competition, strenuous effort, and creative activity. Reducing injuries to a minimum without subtraction from this adventure is a continuous goal of our coach/advisor staff and administrative staff.

Injuries

1. All injuries must be reported to the supervising coach immediately.
2. In case of an emergency, emergency medical treatment will be requested. Parents should make sure they have filled out and returned the proper emergency form(s). Special medical problems should be listed on this sheet.
3. If an injury is discovered after an athlete has returned home, parents are requested to notify the coach/advisor or Athletic & Activities Director at once. If a student consults a physician regarding an injury, a Doctor's Certificate should be signed and turned in before the student returns to competition.

Athletic Trainer Program

The athletic trainer program is provided for our students through Aurora Sports Medicine. The program provides our students contact with professional athletic trainers that are seen regularly during the school year if needed. It also provides an opportunity for students who wish to go into sports medicine with an educational experience in a practical school situation.

INSURANCE

Parents/guardians are strongly urged to secure insurance coverage for students participating in a co-curricular activity. The Reedsville School District does not provide insurance coverage; this includes any emergency vehicles needed to transport a student to a medical facility for treatment. All medical costs that could occur from such conveyance and subsequent treatment are the sole responsibility of the parent(s)/guardian(s). The Reedsville School District will assume no liability for the cost of said conveyance or treatment.

CODE OF CONDUCT VIOLATIONS

The Co-Curricular Code of Conduct has established **Level 1** Violation and **Level 2** Violation categories and the subsequent consequences stated herein. Violation of the Code will result in penalties, which are consistent with those identified within the code as determined by the School Board, the Administration, and the Athletics & Activities Director. Violations between seasons will be applied to the next season/activity. This Code of Conduct takes effect upon Board of Education approval and initial enrollment within the district. All code of conduct violations do not carry over from middle school to high school.

HONESTY CLAUSE

1. The co-curricular participant shall be truthful.
2. The co-curricular participant shall be forthcoming with information.
3. The co-curricular participant shall not be deceptive or untruthful.
4. The co-curricular participant shall be cooperative.

If a Reedsville School District administrator or the Athletic & Activities Director has a reasonable suspicion that a specific co-curricular participant may have violated the district's code of conduct, he/she may question that student about a possible violation. In responding to any such questioning about his/her personal actions, **it is expected that the student shall answer truthfully**. Also during the questioning process, a student may not attempt to mislead or misrepresent himself/herself, which may impede the investigation. If a student's answer is subsequently found to be untrue, disciplinary action/penalty may be increased (a 25% suspension may become a 50% suspension).

CODE OF CONDUCT LEVEL 1 VIOLATIONS

The following **Level 1 violations** will apply to each co-curricular participant and will be in effect at all times during the school year. These violations accumulate only during each school year. The following **Level 1 violations** are unacceptable and school administration and/or the athletics and activities director reserves the right to impose a penalty as deemed appropriate by the severity of the infractions which may include the suspension from practice and/or competition.

Behavior and Conduct: Respect, courtesy, manners and good sportsmanship are basic to good citizenship and shall form the basis for all behavior. Since co-curricular participants represent the school in public, their behavior frequently determines the opinion outsiders have of the school and community. It is expected that the conduct of co-curricular participants will be exemplary at all times. Below is a list of examples that are considered behavior unbecoming of a co-curricular participant, but is not an exhaustive list:

- Unexcused absences.
- Academic dishonesty.
- Bullying/Cyber-Bullying/Harassment.
- Poor sportsmanship including name calling, obscene gestures, and or fighting.
- Being suspended from school.
- Hazing/Initiation Ceremony: The Reedsville School District will not permit, nor will any co-curricular participant stage, any type of "initiation ceremony" or hazing for co-curricular participants at any time and on any level. This prohibition includes locker/shower pranks, etc.
- **Level 1** Conduct Unbecoming of a Representative of the Reedsville School District
 - Engaging in or being an accomplice to any other immoral or unacceptable conduct contrary to the philosophy of the Co-Curricular Code, the regulations within the WIAA, or the ideals, principles and standards of the Reedsville School District.

PENALTIES FOR CODE OF CONDUCT LEVEL 1 VIOLATIONS

GROUP I ACTIVITIES:

* Automatic suspension from the competitive team and/or activity for **10%** of the scheduled contests, in which the student is involved.

*2 of the same **Level 1** violations will equate to a 1st **Level 2** offense penalty

*3 **Level 1** violations of any kind, and subsequent violations, will equate to a 1st **Level 2** offense penalty

GROUP II ACTIVITIES:

*Automatic suspension from the activity pending the completion of **10 hours** of documented school or community service approved by school administration prior to returning to participation.

*2 of the same **Level 1** violations will equate to a 1st **Level 2** offense penalty

*3 **Level 1** violations of any kind, and subsequent violations, will equate to a 1st **Level 2** offense penalty

CODE OF CONDUCT LEVEL 2 VIOLATIONS

The following **Level 2** violations will apply to each co-curricular participant and will be in effect at all times (24 hours a day / 365 days per year). These violations will be counted based on a cumulative basis beginning with a student's initial enrollment with the Reedsville School District and stay in effect for the duration of their enrollment career.

A. Criminal Behavior

This includes a co-curricular participant who engages in activities that violate criminal law. The student's actions may, or may not, result in his/her arrest or formal charges being filed in a court of law. If the school district has adequate and competent evidence that the student participated in the offense for which he or she is potentially charged, a penalty may be imposed pursuant to this Code of Conduct prior to completion of the criminal proceeding. If the school district does not have such evidence and the student is convicted of a crime, the penalty pursuant to this code will be imposed upon conviction. In the latter case, the co-curricular participant continues to participate in his/her sport until resolution of the matter by the judicial system. **In accordance with the WIAA, any co-curricular participant charged or convicted of a felony will be ineligible for all participation in WIAA activities until the student has satisfied all of the requirements ordered by the court in declaring a sentence served, including probation, community service, and any other court orders.**

B. Assault

The physical or verbal assault of any individual or group will not be tolerated, in or out of school.

C. Stealing

Stealing of any kind, including items belonging to Reedsville or another school will not be tolerated.

D. Chemical Health Violation

- A chemical health violation includes possession, use, buying, selling and/or being under the influence of any of the following:
 - Tobacco, alcohol, illegal drugs, drug paraphernalia, performance enhancing substances (PES/PED), medication without a prescription or use not in accordance with prescription directions, and any type of simulated smoking (electronic cigarettes, vaping, etc.)
 - **The WIAA has banned the use of Cannabidiol (CBD) Products and the products are only allowed and to be used with a prescription from a licensed healthcare professional.**

E. Loitering in a Bar or Tavern

Loitering in a bar or tavern without a student's parent/guardian is not to be tolerated.

F. Presence at a Party or Gathering Where Alcohol and/or Drugs Are Being Illegally Consumed

If a co-curricular participant attends a party or gathering where alcohol or drugs are being illegally dispensed and/or consumed, the participant must LEAVE IMMEDIATELY. To remain in the presence of this illegal activity shall constitute a violation of the Code of Conduct. Co-curricular participants should encourage as many individuals as possible to leave with them. NOTE: The intent of the "presence at a party or gathering" is not to deny participation with adult family members in celebrations such as weddings, anniversaries or other family gatherings. However, parent permission to illegally consume does not supersede eligibility requirements as listed in the Code.

G. Hosts of Parties Lose the Most

There shall be a greater consequence for a co-curricular participant if it is determined that they were involved in the organization, facilitation, promotion, or hosting of any gathering or social event where alcohol or drugs were known to be available or used. The penalty will increase by one violation level at the discretion of the Administration and/or the Athletic & Activities Director (i.e. first violation will be considered the second violation, etc.).

H. Cyber Image Violation

Any identifiable image, photo or video which implicates a co-curricular participant to have been in possession or presence of alcohol and/or drugs or portrays actual use, or out of character behavior or crime, shall be confirmation of a violation of the Code of Conduct. Since there is no way to establish a timeframe for when, or location of where, the image was taken, it shall be a responsibility that the co-curricular participant must assume. It must also be noted that there may be persons, who would attempt to implicate a co-curricular participant, by taking such images, to place them in a situation where they might be in violation of the Code of Conduct. This is our rationale for demanding that our co-curricular participant does not place themselves in such environments.

I. Level 2 Conduct Unbecoming of a Representative of the Reedsville School District

Engaging in or being an accomplice to any other immoral or unacceptable conduct contrary to the philosophy of the Co-Curricular Code, the regulations within the WIAA, or the ideals, principles and standards of the Reedsville School District.

PENALTIES FOR CODE OF CONDUCT LEVEL 2 VIOLATIONS

GROUP I ACTIVITIES:

First Violation: Automatic suspension from the competitive team and/or activity for **25%** of the scheduled contests, in which the student is involved.

Second Violation: Automatic suspension from the competitive team and/or activity for **50%** of the scheduled contests, in which the student is involved.

Third Violation: Automatic suspension from all co-curricular activities for **one calendar year**. The co-curricular participant will be required to participate in and follow through with all recommendations of a Student Assistance Program.

- In all instances, (1-3), the student must fulfill the requirements of the reinstatement procedure outlined in this handbook.

Fourth Violation: Automatic suspension from all co-curricular activities for the remainder of their high school career.

GROUP II ACTIVITIES:

First Violation: The lesser of **45 school days or 1 event**, in which the student is involved. The suspension will be applied beginning with the first meeting/practice/event/etc. following the violation.

Second Violation: The lesser of **90 school days or 3 events**, in which the student is involved. The suspension will be applied beginning with the first meeting/practice/event/etc. following the violation.

Third Violation: Automatic suspension from all co-curricular activities for **one calendar year**. The co-curricular participant will be required to participate in and follow through with all recommendations of a Student Assistance Program.

- In all instances, (1-3), the student must fulfill the requirements of the reinstatement procedure outlined in this handbook.

Fourth Violation: Automatic suspension from all co-curricular activities for the remainder of their high school career.

CODE VIOLATION AND PENALTY GUIDELINES

1. The penalty for that season will be imposed immediately following the violation.
2. The minimum penalty for acts outlined above which occur in WIAA sponsored tournaments shall be immediate disqualification of the student for the remainder of the total tournament series in that sport, per WIAA rule.
3. **Level 1 Violation & Penalty:** When calculating the number of contests to be forfeited for a **Level 1** violation, any amount resulting in a decimal remainder of .5 or greater will round up to the next number. **The minimum penalty is one full contest.**
4. **Level 2 Violation & Penalty:** When calculating the number of contests to be forfeited for a **level 2** violation, any amount that results in a decimal will be rounded up to the next number.
5. The student will be ineligible for all activities (both Group I and II Activities) during the period of suspension prior to a reinstatement request.
6. **For a Group I Activity student that is rostered on multiple levels of competition, the number of contests that the penalty applies shall be based on the highest level of competition that the student is rostered. While the penalty is determined based on the highest level of competition that the student is rostered, the student is prohibited from competing at all levels of competition during the suspension period.**
7. During the period of suspension, a Group I Activity student is required to attend all meetings and/or practices and must participate in every team/group activity, but may not compete.
8. During the period of suspension, a Group II Activity student is required to attend all meetings and/or practices, but may not participate in an activity or competition.
9. For athletic activities in which the number of contests forfeited is greater than the number that remains in the season, the remaining percentage will carry over to the next sporting season in which the student participates.
10. Number of performances may vary yearly. The actual penalty will be determined using the actual schedule for the current school year.
11. Students who are injured and not able to participate in said co-curricular activity(s) will have to be medically cleared, and eligible to practice or participate in co-curricular activities, before serving their suspensions.

12. Students who are academically ineligible and not able to participate in said co-curricular activity(s) will have to be academically eligible to participate in co-curricular activities, before serving their suspensions.

CODE OF CONDUCT VIOLATION REPORTING PROCEDURE

A violation of the co-curricular code of conduct must be reported verbally or in writing as soon as possible to an administrator in the district (including the Athletic & Activities Director). The report should indicate the nature, date and time (if appropriate) of the violation. The name of the reporting party will be kept confidential if at all possible, however must be included for record in any allegation.

CODE OF CONDUCT VIOLATION SUSPENSION PROCEDURE

When an alleged violation of the code is reported to the administration, the administrator or his/her designee shall meet with the student. The student will continue to participate in co-curricular activities until this meeting is held.

- A. In the event that the student admits to the allegation of a violation at this meeting, the administrator or the Athletic & Activities Director shall impose the appropriate penalty for the violation as specified, effective immediately. The student and his/her parent(s)/guardian(s) shall be given written notice of the violation and the discipline imposed.
- B. In the event that the student denies the alleged violation, the administrator or his/her designee shall determine whether there is sufficient evidence to warrant further action. If there is sufficient evidence that the student has committed the alleged violation, the administrator or his/her designee shall impose the penalty for the violation as specified, which begins immediately. The student and his/her parent(s)/guardian(s) shall be given written notice of the violation and the discipline imposed and shall be informed of the opportunity for appeal.

CODE OF CONDUCT LEVEL 2 VIOLATION REINSTATEMENT PROCEDURE

All students must seek reinstatement after any **LEVEL 2** violation to regain eligibility.

- A. The student must attend all practices/meetings and be present at all competitions, performances, etc. while under suspension.
- B. A written request for reinstatement must be submitted by the student to the Athletic & Activities Director. The letter should include the understanding of why they were suspended, explanation of why they should be reinstated, how they plan to remain in good standing and the benefits for the student to return to co-curricular activities.
- C. The student must make a verbal apology to the team/group and resign the code of conduct contract.

APPEAL PROCESS

After an allegation of a violation of the Co-Curricular Code, a student will be given the opportunity to be heard prior to any penalty being enforced.

Penalties may be appealed to the district. Requests for an appeal must be made in writing within (3) school business days of the date the student was notified of the penalty. The request must be made to the Building Principal or Athletic & Activities Director within these (3) school business days. When an appeal is received the Co-Curricular Review Board will convene a hearing. The Review Board will be made up of (3) coaches/advisors appointed by the Building Principal, the Athletic & Activities Director, and will be chaired by the Building Principal. The Review Board will hear the appeal and make a decision based on their findings. **If the Review Board's determination alters the initial code violation and the discipline imposed, then the new determination and any discipline imposed will be communicated to the student and his/her parent(s)/guardian(s) shall be given written notice.** The accused is entitled to other procedural and substantive rights as may be required by law and due process procedures will be followed. Each appeal must be in writing within (3) school business days of the date the student is notified of an appeals decision.

NOTIFICATION AND VERIFICATION

This Code of Conduct shall be published and remain on file in the Reedsville School District office and will be reviewed by the Reedsville School District Administration and Board of Education on an annual basis. Copies will be available to all interested parties.

This Code of Conduct will be distributed to each student prior to participation in any co-curricular activity. Additional rules determined by each coach/advisor shall also be written and distributed to each student at this time. A copy shall be placed on file with the Athletics and Activities Director and/or school principal. Students should read all items and ask for clarification by the coach or advisor of any items not understood. The Co-Curricular Code of Conduct takes effect upon Board of Education approval and initial enrollment within the district.

NONDISCRIMINATION

It is the policy of the Reedsville School District that no person may be denied admission to any public school or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil services, recreational, or other program or activity because of a person's sex, race, religion, national origin, ancestry, color, age, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability.