

Coos Bay Public Schools



Extra-Curricular Activities Code of Conduct & Photo Release

Grades 6-12

**Marshfield High School
Sunset School
Millicoma School**

Adopted 07/14/03
Revisions Adopted 01/10/05
Revisions Adopted 07/14/08
Revisions Adopted 11/14/11

Extra-Curricular Activities Code of Conduct

Purpose of the Code of Conduct

Our extra-curricular programs provide important opportunities for students to pursue interests and develop worthwhile skills beyond the classroom. Extra-curricular participation promotes the development of a wide range of intellectual, physical, and social skills within a team or group context. Participation in extra-curricular activities is a privilege granted to students who have demonstrated a commitment to meeting the academic and behavioral standards of the school district. This privilege is afforded to students willing to comply with school rules and the rules set forth in this code of conduct. Students participating in extra-curricular activities are expected to exemplify high standards of moral conduct and to serve as role models as representatives of our school district and community.

Definitions:

For the purpose of this Code of Conduct, the Coos Bay School District defines and differentiates between “Co-Curricular” activities and “Extra-Curricular” Activities as follows:

Co-Curricular Activities: Those that are an extension of a course or class and may earn credits toward graduation; examples are choir, band, and speech.

Extra-Curricular Activities: Those that are outside the scope of a course/class and do not earn credits for graduation; examples are sports, cheerleading, dance team, and clubs.

This Code of Conduct is concerned only with those activities defined as “extra-curricular.”

The extra-curricular activities governed by this code of conduct are for students in grades 6-12 and are defined as those activities under the jurisdiction of the Oregon School Activities Association (OSAA) rules and regulations. Some of these activities could be considered co-curricular as well as extra-curricular.

Enforcement of the Code of Conduct

The rules contained within the code of conduct apply to students in grades 6-12. The rules contained in this code of conduct are in effect for the entire time a student is participating in an activity within the current school year. The first meeting or practice in the current school year defines the beginning of the enforcement period for each activity. The last meeting, practice, formal activity, or competition defines the end of the enforcement period for each activity. In the case of year-long activities (band, choir,

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cheerleading, Dance and Drill team), the enforcement period is divided into the semester calendar schedule. During the time a student is participating in an extra-curricular activity, the code of conduct is in effect 24 hours a day, 7 days a week. The rules within the code of conduct are enforceable at all school and non-school activities and events. Disciplinary consequences will carry over to the next activity the student participates in when the consequence(s) cannot be served within the current season of the activity. Disciplinary consequences may include suspension of the student from a competition or event. A competition is generally defined as any formally scheduled game, match or meet between other teams or schools. Events include all formal performances or exhibitions by an extra-curricular group that occur outside the regular school day.

Guidelines for Administration of the Code of Conduct

- **Due Process**

A student will be given the opportunity to respond to allegations he/she has violated a rule contained in the code of conduct. When a school administrator has reasonable belief a student may have violated a rule the administrator is responsible for investigating the allegations.

- **Documentation**

School administrators are required to provide written notification to the student and parents/guardian when it has been determined that the student has violated a rule within this code of conduct. The notification will identify the rule that has been violated and the consequence given as a result of the violation. Copies of the notification will be provided to the director or coach of the student.

Eligibility Requirements

The OSAA comprehensively defines student eligibility requirements for students in grades 9-12. The Far West League middle school guidelines define student eligibility requirements for students in grades 7-8. The guidelines listed within this code of conduct are general eligibility guidelines. More specific information can be obtained by consulting your school administrator or athletic director.

- **Age and Residence requirements**

A student who becomes nineteen (19) before August 15 shall become ineligible for extra-curricular participation. A student who becomes nineteen (19) on or after August 15 shall remain eligible for that entire school year.

Students must reside with a parent or legal guardian within the Coos Bay School District attendance boundaries in order to be eligible to participate in extra-

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curricular activities unless the student is eligible for an exemption as permitted by OSAA. Refer to an administrator or athletic director for more information.

- **Medical and Health requirements**

A pre-participation physical examination by a physician possessing an unrestricted license to practice medicine, a licensed physician assistant, a certified nurse practitioner, or a licensed chiropractic physician is required for students in grades 6-12 once within each two-year period in order for the student to be eligible to participate in athletics.

Students and a parent or legal guardian are required to sign the district "Assumption of Risk" form as a condition of participating in athletic activities.

Students are required to show proof of medical insurance as a condition of participating in athletic activities.

- **Academic Requirements**

1) Every high school student who participates in athletics MUST follow the OSAA guidelines.

- Pass 5 classes the previous grading period.
- Be enrolled in at least 5 classes currently.
- Make satisfactory progress towards graduation.

Middle School athletes will follow the Farwest Middle School Standard Operating Procedures.

2) Prior to the third week at the beginning of each semester and every three weeks thereafter the Marshfield High School, Millicoma, and Sunset School staff will receive a copy of all the athletes participating during the fall, winter or spring seasons. Each staff member will communicate to the Athletic Director or building Principal if they have students from that list who are in danger of or not passing their class. Staff will be notified of students who drop or are added to the athletic list throughout each semester.

3) At the beginning of the third week of each semester and every three weeks after through the end of the fall, winter and spring seasons, the Athletic Department will request staff to submit one of two things:

a. List of student(s) who are receiving a low "D" or "F" in their classes

OR

b. No students are in danger of or failing at this time.

4) The athletic department will inform each head coach of the student/athletes who are receiving a low "D" or "F" by the end of the day each Monday starting after the third week of each semester and every three weeks after through the end of the season. It is the responsibility of each head coach to

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notify the student/athletes in their program if they are receiving a low “D” or “F” and explain to them steps 5 and 6.

- 5) Student/athletes who are on the list will be required to do the following:
 1. Report to the teachers of the classes they are failing during “office hours” time.
 2. Make an effort and work on missing assignments during assigned homework time in Advisory.
 3. Attend Friday school from 9:00am-12:00pm to receive peer tutoring or assistance from staff.
 4. Make adequate progress towards passing.

Advisory and office hours will be monitored by the Advisory teacher. Friday school will be monitored by the coach and Athletic Director.

- 6) If a student/athlete fails to complete steps 1-4 of the above interventions, they will be ineligible for the next week’s contests. If they complete those interventions the following week, they will become eligible to compete the next week. Student/Athletes must have all failing grades up to passing by the next three week grade period or they will become ineligible until those grades are passing. Athletes remaining on the list after their season ends will be required to continue interventions to be eligible for the next activity. Extenuating circumstances will be discussed and ruled on by the teacher, athletic director, and principal.

- **Attendance Requirements**

Student/Athletes are expected to comply with all attendance policies of the school district.

Student/Athletes must make prior arrangements with school administrators if they plan to be absent from school for reasons that qualify as an excused absence on the day of a competition or event. Attendance will be checked weekly by the Athletic Director. The head coach will be notified by Thursday if a Student/Athlete has any unexcused absences. Student/Athletes who have unexcused absences will be required to make the time up during Friday School that week. Any Student/Athlete not making up time will be ineligible to compete in the next contest. Any unexcused absences on the day of an event or competition will result in the student being ineligible to participate in that event or competition.

Directors and coaches will establish rules for attendance for each activity they direct or coach. Students are expected to comply with these rules that govern attendance at practices, rehearsals, and events. Students that violate team or activity attendance rules are subject to disciplinary consequences as determined by the director or coach.

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- **Transportation to and from Games/Activities**

Students are required to ride to and from all events in district-provided transportation unless prior arrangements have been made with the director or coach. Parents or guardians must authorize in writing to the coach or director any alternative travel arrangements to and from competitions and events. The coach or director has the authority to accept or decline the written authorization when, in their judgment, the alternative travel plans jeopardize the safety or well being of the student.

School and Team Behavior Expectations

Students given an out-of-school suspension for any reason are suspended from participation in the next-scheduled extra-curricular competition or event.

Students are expected to obey all activity and team rules that are established by each director or coach. Within the guidelines of this code of conduct and the policies governing student behavior of the school district, directors and coaches have the right and responsibility to discipline students for misconduct, up to and including exclusion from participation.

Alcohol, Marijuana, and Other Illegal Substances

The school district strictly prohibits any possession, use, delivery, and/or sale of alcohol, marijuana, and/or other illegal substances by students. Students jeopardize their mental and physical health by engaging in substance abuse behaviors and are encouraged to seek professional counseling and assistance to address these behaviors.

Definitions

- **Alcohol:** includes, but is not limited to, beer, wine, wine coolers, and liquor.
- **Marijuana:** includes, but is not limited to, any part of the marijuana plant or substance derived from marijuana and related paraphernalia.
- **Other Illegal Substances:** include, but are not limited to, all drugs that cannot be legally purchased, unauthorized prescription and over-the-counter medications, performance-enhancing chemicals, and illegal inhalants. Illegal drugs include, but are not limited to, cocaine, methamphetamines, heroin, anabolic steroids, and all drug-related paraphernalia.

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Consequences for Delivery and/or Sale of Alcohol, Marijuana, and Other Illegal Substances:

Students found guilty of delivering and/or selling any alcohol, marijuana, or other illegal substances will be dismissed from all extra-curricular activities for the remainder of the current season or activity period.

Consequences for Possession or Use of Alcohol or Marijuana:

Students found guilty of possessing or using alcohol or marijuana will be suspended from participation in competitions and events for two calendar weeks beginning with the next official event or competition.

A second violation for possessing or using alcohol or marijuana will result in the student being dismissed from all extra-curricular activities for the remainder of the current season or activity period.

Consequences for Possession or Use of Other Illegal Substances:

Students found guilty of possessing other illegal substances will be dismissed from all extra-curricular activities for the remainder of the current season or activity period.

Consequences for Student Participation in Events Where Individuals are Engaging in Breaking the Law by Possessing, Using, and/or Selling Alcohol, Marijuana, and/or Other Illegal Substances:

Students choosing to participate in extra-curricular activities are prohibited from knowingly attending or remaining at events where individuals are engaged in breaking the law by possessing, using, delivering, and/or selling alcohol, marijuana, and/or other illegal substances. These events include, but are not limited to, parties and group gatherings. It is the student's responsibility to immediately remove himself/herself from the party or group gathering as soon as the student becomes aware that alcohol, marijuana, and/or other illegal substances are being possessed, used, delivered, or sold. The district recognizes a student cannot be responsible for the misbehavior of other individuals; however, it is the student's responsibility to avoid associating with individuals engaging in illegal activities. Students found guilty of knowingly attending or remaining at such an event will be suspended from participating in the next scheduled competition or event.

Drug and Alcohol Screening/Testing of Marshfield High School Students:

School Board policy JFCI-AR(2) requires students choosing to participate in athletics at Marshfield High School consent to participate in random drug testing program. A separate consent form allowing random drug testing must be on file in the athletic director's office in order for a student to be able to participate.

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Tobacco

It is against the law for minors to be in possession of tobacco. The school district strictly prohibits any possession, use, delivery, and/or sale of tobacco by students. Students jeopardize their physical health by engaging in tobacco use and are encouraged to seek professional counseling and assistance.

Definition

- **Tobacco:** includes, but is not limited to, lighted or unlighted cigarettes, cigars, pipes, bidis, clove cigarettes, and any other smoking product, and spit tobacco, also known as smokeless, dip, chew, and snuff, in any form.

Consequences for Possession, Use, Delivery, and/or Sale of Tobacco:

Students found guilty of possessing, using, delivering, and/or selling tobacco will be suspended from participation in competitions and events for one calendar week beginning with the next competition or event.

A second violation for possessing, using, delivering, and/or selling tobacco will result in the student being dismissed from all extra-curricular activities for the remainder of the current season or activity period.

Counseling:

Students who voluntarily request assistance from school officials with regard to an alcohol, tobacco, or substance abuse problem and who have not previously committed a related offense, shall not be subject to disciplinary consequences under this code of conduct, provided the athlete meets with the school counselor or other appropriate professional and willingly follows the rehabilitation recommendations set forth by that professional.

Communication Guidelines

The requirements set forth in this Code of Conduct must be shared with students and parents in order for compliance to be expected. The following guidelines establish expectations of essential communication practices regarding the Code of Conduct.

School Responsibilities

- The Code of Conduct will be provided to each student and family at the time the student begins participation in an extra-curricular activity.
- The Code of Conduct will be printed in the district Student/Parent Guide.

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Director/Coach Responsibilities

- At the beginning of each season or activity, the Code of Conduct will be reviewed and discussed by the director or coach with parents and the students participating in the activity. The coach or director is responsible for scheduling a parent meeting to discuss this Code of Conduct each season.

Student Responsibilities

- Students must read the Code of Conduct prior to participating in the activity. Students are responsible for asking the director, coach, or a school administrator if they have questions about the content of the Code of Conduct.
- Students must sign the acknowledgement form and return it to the athletic department.

Parent or Guardian Responsibilities

- Parents or guardians are responsible for reading the Code of Conduct prior to allowing their son/daughter to participate. Parents or guardians are responsible for asking the director, coach, or a school administrator if they have questions about the content of the Code of Conduct.
- Parents or guardians must sign the acknowledgement form and return it to the athletic department.

Due Process and Appeal

Students who are given disciplinary consequences under this Code of Conduct have the right to due process and appeal to the Superintendent as described in board policies JF/JFA, JG, and KL.

Coos Bay School District

Extra-Curricular Code of Conduct

Student & Parent/Guardian Acknowledgement Form

I acknowledge that I have been informed that the Coos Bay Public Schools Extra-Curricular Code of Conduct is located at www.cbd9.net.

I acknowledge I have read the Code of Conduct and understand the guidelines and consequences set forth in the document.

Student Name (Print): _____

Student Signature: _____

Date: _____

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____

Date: _____

Please return this acknowledgement form to the athletic department prior to student participation.

Photo Release

Coos Bay Schools' may or may not (circle one) release my child's photo to the news media in conjunction with activities/athletics.

Parent or Guardian Signature: _____