

# **CLINTON HIGH SCHOOL**

## **Athletics Code Handbook**



**PARENT AND PARTICIPANT AGREEMENT**

# **Interscholastic Athletics Code of Conduct**

## **I. Philosophies & Objectives**

The primary purpose of having athletics is to offer a program that will be beneficial to the athletes, the school, and the community. Interscholastic athletics are activities in which students compete as representatives of Clinton High School and are an integral part of the education system and therefore should be well-rounded in order to offer benefits to as many participants as possible. While difficult to measure, the educational value of co-curricular participation is extensive. Students-athletes not only develop physical, mental and social skills, but also develop positive values and attitudes that they will take with them into their adult life.

## **II. Parent Student Athletic Handbook**

Each student will receive a copy of this policy. This copy is to be taken home to the parents or guardians. Parents or guardians, as well as students, after having read the policy, will sign a pledge card and return the pledge card to the Athletic Director or designated staff personnel. All freshmen and first year students will attend a co-curricular activities meeting in the fall of the year to explain the Clinton High School Co-curricular Policy.

## **III. Student Responsibilities**

The opportunity to participate in the Clinton High School athletic program is extended to all students who are willing to assume responsibilities as outlined in this code and those established by the head coach of each sport. Clinton High School students have a responsibility to represent their parents, school and community. Therefore, it is expected that they will:

- A. Display outstanding character/sportsmanship;
- B. Display proper respect for those in authority;
- C. Display a spirit of cooperation;
- D. Dress with special care whenever representing Clinton High School;
- E. Use language and act in a manner that is socially acceptable;
- F. Develop individual determination and self-discipline, and learn to set goals;
- G. Become part of a team and learn the concept of teamwork;
- H. Develop within themselves a sense of pride for both individual and group effort.

## **IV. Eligibility Rules**

In order to represent Clinton High School in any interscholastic activity, a student-athlete must meet all eligibility requirements of this code. Students-athletes are also subject to all Wisconsin Interscholastic Athletic Association (WIAA) by-laws, policies and rules.

The Interscholastic Code of Conduct starts when the student code of conduct meeting is held in the fall of their freshmen year and remains in effect all 12 months every year until the student graduates from high school or until their last event is finished, whichever comes last.

### **A. Academics**

1. A student will lose interscholastic eligibility if his/her grades include any of the following three standards
  - a) Two F's and/or Incompletes that grading period;
  - b) One F and/or Incomplete and a GPA less than 2.5 for that grading period;
  - c) A GPA of less than 1.25 for that grading period.
2. The date used to determine eligibility for quarter 2, quarter 3, and quarter 4 will be the first school day following grade notification to the Athletic Director. Student-athletes not meeting the criteria in section IV-A1, will be ineligible for the following fifteen (15) school days. After 15 days a student may regain eligibility on a weekly basis by maintaining passing grades in all classes. This will be monitored by the Athletic Director.

3. Per WIAA regulations, an incomplete is regarded as an F until it is made up. If ineligibility is due to incompletes, students become eligible immediately upon verification that they have completed their work with a passing grade for the grading period.
4. Students who are ineligible may continue to practice. When ineligibility is due to low grades, the athletic director and coaches may choose to disallow practice so that students may concentrate on academic improvement.
5. Study Table: Students that have failed a class and are ineligible to compete are required to attend two study tables per week during the time they are ineligible to compete. Study Table will be held two mornings and two afternoons per week. The ineligible student must attend two study tables each week to regain eligibility and be passing all classes before cleared to compete.
6. A student making satisfactory progress in an Individualized Educational Program (IEP) may be exempt from normal requirements.
7. Per WIAA guidelines, ineligibility status will be adjusted for students in fall sports in which the date of earliest allowed competition is before the first day students are in class. When this occurs, the minimum ineligibility period shall be the lesser of (1) 21 consecutive calendar days beginning with the date of earliest allowed competition in a sport; or (2) one-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).

*B. Attendance*

1. A student must be in school to attend practice, compete, or perform. If a student is not well enough to attend school, he/she is not well enough to participate in interscholastic activities. Students must be in school attendance for an entire day in order to participate in the interscholastic activity. Exceptions to this are excused school trips and passports issued for appointments that are approved in advance by the principal.
2. If a student is truant from an assigned class period, he/she forfeits his/her opportunity to practice, perform, or compete on the first school day after which the administration becomes aware of the truancy.
3. Students suspended from a class for any reason are not eligible to participate in any sport until fully reinstated in the class.
4. Any student who is under a three-day suspension will be ineligible to practice or compete in an athletic contest for one (1) week.
5. Students are expected to be in all classes on the day after a contest or competition.
6. It is inevitable that some events will be scheduled during school vacation times. It is an expectation that each student-athlete will dedicate his/herself to their sport, and we encourage families to do their best in setting up their schedule so that their student does not miss events.
7. Students suspended from interscholastic activities are expected to remain a part of the team. Student-athletes are required to attend all contests and be a non-participant during their suspension. Students not in attendance at a contest will not have the contest counted as one of the suspension contests.
8. Students displaying a pattern of habitual tardiness to a specific class will be referred to Dean of Students and will not be allowed to practice or compete until the situation is resolved.

*C. Code Violations*

1. The use or possession of tobacco products (including chewing tobacco), alcohol, inhalants, controlled substances, and performance enhancing drugs (Human Growth Hormones) is prohibited by this code and the WIAA. All infractions in this area will be dealt with by suspension from the activity. The length of suspension is defined in the individual section pertaining to each activity in this code.
2. Disruptive behavior, including conduct unbecoming of a student-athlete, fighting or conduct which tends to interfere with the teaching process or the learning of others; inflicting harm upon others, damaging property of a student or school employee, or attempting to do so; stealing.
3. Insubordination; flagrant or persistent disrespect; deliberate attempts to antagonize.
4. Possession of weapons
5. Willful, persistent or disruptive behavior contrary to Clinton High School values and student code of conduct.
6. Misuse of transportation privileges. This refers to the student's failure to comply with procedures set by this code and the coach.

7. Harassment, bullying, fighting, or flagrant, inappropriate or unsportsmanlike conduct during an athletic event or extra-curricular activity, as determined by the appropriate investigating administrator.
8. Students involved in an illegal act on their property or on property under their control, and who knowingly allow such conduct to continue.
9. Class cutting, habitual truancy or tardiness.
10. Being present at a party or gathering where alcohol is being consumed by minors. (Guilty by Association) Once a student finds out that alcohol or other drugs are present, the student must leave in a reasonable amount of time (15 minutes) or you will be in violation of the co-curricular code.
11. Violation of Wisconsin Criminal Code or State Statutes. Note: If charges have been filed but no legal judgment has been rendered, Clinton High School reserves the right to conduct its own investigation and come to its own judgment for the purpose of enforcing this code.

*D. Signed Pledge Card and WIAA Examination/Permit Card*

1. A student may not practice for or participate in interscholastic athletics until the school has written evidence on file in its office attesting to:
  - a) Parental permission each school year **including an acknowledgment of receiving the school athletic code and WIAA Rules of Eligibility.**
  - b) Current physical fitness to participate in sports as determined by a licensed physician or Advance Practice Nurse Prescriber (APNP) no less than every other school year with April 1 the earliest date of examination. School policy determines when an athlete may return to competition following an injury, except where rule book or WIAA tournament policies apply.
  - c) A WIAA Alternate Year Athletic Permit Card (yellow card) on file.
  - d) An emergency card on file that is signed by the parents.

*E. Transfer Eligibility*

Any student who transfers from any school with a status of ineligibility for disciplinary or academic reasons retains such status at Clinton High School for the same period as decreed by his/her former school. If a student transfers to Clinton High School and is ineligible according to the Clinton High School Code of conduct, then the student will be deemed ineligible until the student meets the requirement of this code.

*F. Appearance*

Students representing Clinton High School voluntarily represent the entire school and Clinton community. For this reason, all students are expected to be well groomed and present a neat appearance when they are involved as a member of an interscholastic team from our school. It is also expected that each athlete will appear for a competition dressed in uniform or required dress provided by the school, and in compliance with those standards established by the head coach. Each coach may have special rules concerning dress and appearance. Students are expected to follow such rules as well.

*G. Transportation To and From Athletic Events*

All students are required to ride the school bus or school van to and from all co-curricular events held at sites away from the school. In the event the student's parents are present at the event and wish to transport their child home following the event, the student will be allowed to accompany the parent if a written request is filed with the coach or advisor by the parent or guardian of the student. Students will be permitted to ride home from the event with another responsible adult, other than the parent/guardian, if a written request from the student's parent or guardian is filed with the principal or designee at least one day before the event. **NO STUDENT WILL BE PERMITTED TO BE TRANSPORTED BY ANOTHER STUDENT.**

## V. Consequences for Code Violations

*A. Code Administration*

The administration of the code will be handled by the Athletic Director for all matters concerning athletics. Consequences for violations of the Code of Conduct shall be administered as directed by this policy.

*B. Reports of Violation*

Reports of code violations shall be presented to the Athletic Director, who shall document the nature, place, time, and date of the violation. Reports must be received by the Athletic Director within 30 calendar days of the occurrence, unless extenuating circumstances exist. All reports of a violation must be signed by the witness. **Only signed reports of violations will be investigated.**

Violations of the code may also be enforced based on reports confirmed by law enforcement officials or self-admission. The 30 day reporting limit does not apply to situations involving legal action or criminal proceedings that become public record.

*C. Response to Allegations*

If, in the judgment of the Athletic Director a report is valid, the student will be given an opportunity to discuss the charges. If the student admits that the charges are true, he/she will receive the consequences according to this code. If he/she denies the charges, the Athletic Director will complete an investigation and make a determination as to the validity of the violation within five school days. No penalties will be enforced until after this investigation is concluded and until after a student has an opportunity to be heard. A formal letter will be sent to the student and his/her parents if the student is being suspended from activities according to the code.

*D. Self Referrals*

1. Students are encouraged to self-refer in all situations. The intent of this is to encourage and reward student responsibility.
2. Students should self-refer as soon as possible after the violation, and report this to the Athletic Director. Once the school administration becomes aware of a violation through another source, there is no longer an option to self-refer.
3. If a student self-refers or is referred by parents for a first code violation, the consequences will be reduced from 25% to 15% of the total consequences.

*E. Athletic Consequences for Code Violations*

1. First Violation: A) The student-athlete will be suspended from 25% of the total contests in his/her sport. The Athletic Director will determine the exact number of contests. The total will be rounded up in a decimal situation. B) Students guilty by association will be suspended for 10% of the total contests in his/her sport. The Athletic Director will determine the exact number of contests. The total will be rounded up in a decimal situation. "Guilty by Association" is defined as being present at a student gathering where alcohol or other drugs are being used by minors. Situations in which a student who leaves such a gathering promptly may be given consideration when levying penalties.
2. Second Violation: A) The student will be suspended for the remainder of the current season and a percentage of their next season that totals 66.7%. (Example: 50% of one season plus 16.7% of the next season = 66.7%.) B) The student will undergo Clinton High School approved AODA assessment and provide documentation that the assessment was completed. The results of the assessment must be turned into the Athletic Director for approval. C) Any combination of first offense code violations, including guilty by association, will result in a second offense. D) If the offense is a second "Guilty by Association", the student does not undergo the AODA assessment.
3. Third Violation A) The student will be suspended from interscholastic sports for their remaining high school career. B) Any second offense plus an additional code violation, including guilty by association, will result in a third offense.
4. Win-Back Provision – Violations of the code will be cumulative during a student's high school career. However, a student who participates one year without a violation earns back his/her status prior to the last violation. This "win-back" provision may only be used once during their high school career.
5. Completion of Suspension
  - a If a violation occurs towards the end of a sport season and there are not enough contests left in the season to fulfill the required percentages of the suspension, then the suspension will be recalculated and applied toward the next sport or activity in which the student participates.
  - b A student who is on suspension for part of the season must complete the season of his/her sport or activity, or his/her ineligibility must be repeated in his/her next sport or activity. The intent of this provision is to prevent students from beginning a sport season and then quitting in order to satisfy a code-based suspension. Periods of

ineligibility will be carried over to the next sports season, if that is what is necessary to fulfill the suspension requirements. Extenuating circumstances will be considered on a case-by-case basis by the Athletic Director.

- c In order to receive regular season-ending awards (i.e., numerals, letters, certificates, etc) for the season in which the violation occurred, a student must complete the season in good standing. A student will be given the appropriate awards upon successful fulfillment of any suspension.
- d A student who has been suspended for violation of the Code of Conduct during that season, will not be eligible for special awards (MVP, Most Improved, All-Conference, All-State, etc.). The exception to this is the first offense “Guilty by Association” clause.

**Suspension Guide**

The information below shows the average number of contests per sport. Actual suspensions will be based on the number of contest scheduled that year in that sport.

<u>Sports</u>	<u>Ave. Contests</u>	<u>25%</u>	<u>15% (self referral)</u>
<i>Fall</i>			
Cross Country	11	3	2
Football	9	3	2
Volleyball	15	4	3
<i>Winter</i>			
Basketball	20	5	3
Wrestling	14	4	3
<i>Spring</i>			
Baseball	20	5	3
Golf	14	4	3
Girls Soccer	24	6	4
Softball	20	5	3
Track	14	4	3

**VI. Appeal Process**

- A. If any party is not satisfied with the report of the athletic director, a written appeal may be submitted to the principal or designee indicating the nature of the disagreement. The appeal must be filed within 15 calendar days after receipt of the decision. The principal or designee shall schedule a meeting of all parties to the complaint to review the issues presented in the appeal. The principal or designee shall provide a written response outlining the findings and disposition of the appeal within 10 calendar days of the date the appeal is filed, or 10 calendar days after the meeting, whichever is later.
- B. If either party is not satisfied with the report of the principal or designee, a written appeal may be submitted to the Superintendent or designee indicating the nature of the disagreement. The appeal must be filed within 15 calendar days after receipt of the decision. The Superintendent or designee shall schedule a meeting of all parties to the complaint to review the issues presented in the appeal. The Superintendent or designee shall provide a written response outlining the findings and disposition of the appeal within 10 calendar days of the date the appeal is filed, or 10 calendar days after the meeting, whichever is later.
- C. If either party is not satisfied with the decision on the appeal, the dissatisfied party may file a request for formal review by the Board of Education. The appeal must be filed within 10 calendar days of receipt of the prior decision. The Board shall conduct a hearing within 30 calendar days of the request for formal review of the prior decision.

**VII. Athletic Awards Criteria**

Varsity Letter: Each sport will inform their athletes of their criteria to earn a letter. This criteria will meet the approval of the Athletic Director.

Junior Varsity Letter: A junior varsity letter shall be given to any individual who is on a junior varsity team or a varsity team and does not earn a varsity letter.

Freshman Numerals: A freshman shall receive numerals for meeting all requirement of the sport at the freshman level.

Note: for any athlete to receive an award, they must meet all requirements given in the athletic code book. It is necessary that the athlete completes the season unless excused by the coach.

### **SPECIAL AWARDS**

All-Conference: Any athlete who is on the All-Conference Team shall receive a plaque in recognition of this achievement.

State Recognition – An athlete who is All-State or places number one or two in a State meet shall receive a plaque. If the athlete is already All-Conference, this recognition will be part of that plaque.

Most Valuable – each sport shall award a most valuable player plaque. This award is chosen by the varsity team of the particular sport.

Special Team Awards – Any varsity team who wins a conference championship or places in the top two in a State Championship Tournament shall have a team picture as part of a plaque displayed in the school trophy case.