

Subject: EXTRA-CURRICULAR CODE OF CONDUCT & ELIGIBILITY

I. PHILOSOPHY

Extra-curricular activities are an integral part of school life. Participating in extra-curricular activities and athletics is a privilege, not a right. The student must earn this privilege through dedication, desire, and discipline. Without the pursuit of these traits, the student cannot do justice to him/herself or the school. The student must discipline him/herself to be a good citizen and student in order to achieve excellence. HCS believes that the tradition of excellence is established and maintained upon these principles, and that the family of the student plays a key role of support in this regard. In order for a determined course of action for the pursuit of student achievement and the character training of young persons, the following “Policies” must be understood and agreed to among school personnel, the student, and parent/guardian.

II. HEALTH PRACTICES & RULES

Due to the harmful effect upon the health of the individual, at any time, all students and/or athletes who participate in interscholastic activities shall not: (1) use, or have in his/her possession any form of tobacco; (2) use, or have in his/her possession any alcoholic beverage; (3) use, or have in his/her possession any controlled substance (drugs) considered to be illegal; (4) use, or have in his/her possession any unauthorized prescription or over-the-counter drugs; (5) buy, sell or give away any of the above noted items; (6) or use any substance which would alter performance, including steroids.

III. REPORTING ALLEGED VIOLATIONS

Alleged violations shall be reported to the Athletic Director or Principal who will in turn report the violation to the Extra-curricular Committee for review of eligibility. The Extra-curricular Committee shall consist of the Athletic Director, two advisors/coaches, appointed annually by the Athletic Director or Principal, and two teachers, selected annually by the principal. In the event the student’s advisor/coach is a member of the committee, the Athletic Director will designate an alternate advisor/coach to serve for that particular review. The principal or his/her designee will conduct an investigation to determine the facts of the case.

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If the investigation substantiates the possibility of an infraction, a hearing will be held by the Extra-curricular Committee. The Athletic Director or Principal will notify the student(s) of the upcoming hearing.

IV. DUE PROCESS

A student is under the auspices and regulations of the Extra-curricular Code of Conduct throughout the entire duration of the sports and academic calendar for a school year. Athletes should consider the time between sports seasons enforceable by the code.

A. Notification and Investigation of Charges

1. The Athletic Director or Principal will notify the student(s) of the alleged violation(s) of any rule under this policy.
2. The parents will be notified of the allegation and the procedures that will be followed.
3. The principal/athletic director or his/her designee will conduct a fact finding investigation involving the questioning of students alleged to be in violation, interview witnesses and take other necessary steps. The principal/athletic director or his/her designee will present the findings of the investigation to the Extra-curricular Committee with a recommendation to either dismiss the case or hold a hearing.

If deemed warranted, the Extra-curricular Committee will conduct a hearing at which time the principal or his/her designee will present the findings of the investigation. The student alleged to have violated the code will have an opportunity to hear the findings and present a defense.

4. The Extra-curricular Committee will render a final decision and make a written recommendation of consequences to the principal or athletic director.

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5. The Athletic Director or Principal will notify the student charged and the parents/guardians regarding the Committee's decision.

B. The Appeal Process

1. The student(s) or parent(s) may appeal the decision of the Extra-curricular Committee to the principal or athletic director.
2. The principal/athletic director will review the decision and will take such measures necessary to arrive at a fair and timely decision.
3. The Principal will notify the student(s) and parents/guardians of his/her decision.
4. A student or parent may appeal the decision of the Principal to the Superintendent for his/her review and decision.

Please note:

1. All appeals shall be made to the proper administrators within two school days.
2. All investigations, interviews, and actions shall be conducted and reported to the proper individuals within five school days.
3. The penalty or consequences imposed by the Extra-Curricular Committee shall be in force while the appeal is in process.

V. VIOLATIONS/DISCIPLINARY ACTION

First Violation:

The student or athlete will be suspended for 30% of the regular season or event schedule and be required to attend a minimum of five (5) sessions with our social worker(SAC) or guidance counselor. Failure to attend all required sessions will

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deem the student/athlete ineligible for the remainder of the season/activity. The starting date will be determined by the committee.

The student/athlete may participate in practices at the discretion of the advisor/coach. If this is the end of the season/activity, then the suspension will carryover to the next season, sport or extra-curricular activity in which the athlete/student is involved. Substance abuse educational sessions will take precedence over practice and games or extra-curricular activities.

Students in violation of the extra-curricular code of conduct and subjected to disciplinary action will no longer be eligible to serve as a team captain or lead in any extra-curricular activity for the remainder of the calendar/sports year.

Second Violation:

The student/athlete will be suspended from participation for a period of 90 days and required to attend counseling sessions as noted above.

Further Violations:

In the event of a third violation, the student/athlete may be suspended from participation for the remainder of his/her high school career. The extra-curricular committee will determine the length of the suspension based on the merits of each case.

Please note:

Violations occurring at the end of the season/activity will be carried over to the next season/activity or sport/activity in which the student/athlete is an active participant. Violations accumulate beginning with the students/athletes first interscholastic activity/sport and ending with the final activity/sport of their high school career.

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VI. KEEPING A POSITIVE ATTITUDE

It is the intent of the Hamilton Central School that during the period of suspension, a positive measure on the part of the coaches, advisors, counselors and school administrators be taken, and an effort to encourage and support a student/athlete who sincerely demonstrates a desire to represent his/her school.

VII. GOOD CITIZENSHIP

A student/athlete is expected to govern his/her conduct in accordance with the rules of the "Student Handbook." Violation of the student's obligation under that handbook may result in a denial of participation in activities/athletics for a period to be determined by the principal/athletic director. Also, repetitive school disciplinary problems may result in denial of participation for a period to be determined by the advisor/coach or principal.

Any student/athlete involved in criminal activity may be denied the privilege of participation for a period to be determined by the extra-curricular committee and the principal/athletic director.

Inappropriate conduct as a team member during a practice, game or other team activity may result in denial of participation for a period to be determined by the coach/advisor.

Each student represents his/her team, school and community. Consequently any behavior which brings embarrassment or negative attention to these groups may result in disciplinary action to the player as determined by the coach, advisor, athletic director or principal. The coach, advisor, athletic director or principal may deny student participation, for a period of time, as a result of inappropriate conduct as a team member. Examples of such misconduct include: (a) insubordination, (b) obscene gestures, swearing, provocation, (c) fighting, (d) stealing, (e) horseplay, (f) tardiness to practice, (g) unsportsmanslike conduct (in addition to any league or section sanctions), (h) other disciplinary situations which may arise.

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VIII. ADDITIONAL POLICIES

A. Out-of-School Suspension (OSS) or In-school Detention (ISD)

Any student/athlete incurring OSS or ISD will not be admitted to any activity during that suspension. If suspended, a student/athlete may not attend or participate in practice, contests or activities, and will not be involved with the team in any capacity during the period of suspension.

B. Activity Changes and Quitting

It is recommended that all students/athletes participate in as many activities/sports as they are capable. Once a student/athlete begins the in-season training period of an activity/sport, he/she should not quit while that activity/sport is in season. If an student/athlete desires to quit, he/she should first discuss it with the advisor/coach. If it is mutually agreed to terminate participation, the advisor/coach will notify the Principal/Athletic Director. If it is not mutually agreed to, then the student/athlete may request to present a case for quitting without penalty by notifying the Principal/Athletic Director. The Principal/Athletic Director will contact the Extra-curricular Committee to conduct a hearing allowing the advisor/coach and the student to present their viewpoints. The Committee will decide if the request of the student is in the best interests of the student and the program and allow the student to quit without consequence, or that the student return to the activity/team or face consequences.

The Committee may recommend a penalty not to exceed ineligibility for another activity/sport during the season and ineligibility for 20% of the contests for his/her next activity/sports season.

If a student/athlete quits after the first week of practice without a meeting with the advisor/coach and the Principal/Athletic Director, the Committee may recommend a penalty not less than suspension from 20% of his/her next regular sports season or activity.

C. School Attendance Requirements

A student/athlete must be in school the entire day in order to participate in any practice or game scheduled for that day. An exception may be made by the

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principal/athletic director if the student is absent for part of the day for approved reasons (e.g. dental appointment, court appearance, funeral, etc.). The student/athlete must present to the attendance office a signed statement regarding the specific nature of the absence.

Tardiness (7:56 – 8:10 a.m.) will be dealt with under the school's attendance policy. Students who arrive after 8:10 a.m. on the day following a week day contest will not be permitted to practice that day or play in the next activity/contests. Exceptions will be made for confirmed doctor/dentist appointments, funerals, pre-approved college visits or court appearances.

In the case of illness occurring during the school day, the student/athlete's ability to play will be verified by the principal who will make the final decision in consultation with the school nurse or doctor.

A student/athlete absent from school or late, without a legal excuse, on the day following a week day contest/activity will not be permitted to participate in the next contest/activity. Appeals for unique circumstances may be made to the principal.

If a student/athlete is absent the last school day of the week and the competition is on a non-school day, he/she must bring a signed excuse from the parent to determine eligibility by the advisor/coach.

A student/athlete who has been injured and has had medical treatment cannot participate again until the date indicated by the doctor.

D. Academic Eligibility

Academic achievement should be the primary goal of all students. Students/athletes are expected to remain in good academic standing while participating in their activities. Student academic effort and performance will be reviewed regularly according to the following procedure to determine eligibility to participate.

1. At the beginning of each season/activity the faculty will receive rosters for all sports and activities.

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2. At the end of each two-week period the teachers will indicate those students/athletes who are failing any subjects.
3. Failure in two or more subjects will result in a probationary status for the student/athlete and a two-week required attendance at a study hall (2:45 – 3:30). The student/athlete may practice and participate in games/activities during this probationary period. At the end of the two-week probationary period the students/athlete’s teachers will indicate whether the student/athlete (on probationary status) has demonstrated the necessary improvement. If the student/athlete is still deficient in two or more subjects, he/she will be ineligible to participate (i.e. practice or play) for the next two-week period.
4. A student/athlete may be allowed to participate if the deficiency occurs in one subject only.
5. A passing grade constitutes satisfactory progress. However, a student may be failing a course, yet making sufficient effort toward improvement. In such case, at the discretion of the teacher, the student need not receive a deficiency for the two-week report.
6. A student/athlete may be on a probationary status only once during a marking period. Failure in two or more courses for any two-week report period following the probationary period will result in ineligibility for the subsequent two-week period.
7. Ineligibility periods may overlap seasons.

E. Joining Late/Transfer Rule

Currently enrolled students in grade 7-12 may join a team/activity up to one week after the first team practice/activity with special permission from the advisor/coach. This restriction would not apply to a new student who enrolled in school after a sports season/activity has started.

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A student who transfers to Hamilton Central School will be eligible to participate in interscholastic athletics according to the criteria established by the New York State Athletic Association and Hamilton Central School. Additionally, a student must be eligible according to the criteria of the school from which he/she transferred, unless waived by the HCS superintendent or his/her designee.

F. Dress

A student/athlete represents his/her family, school and community when participating in an athletic contest/activity. Standards for dress and appearance will be established and enforced by the advisor or coach for each sport.

G. Transportation

An important goal of high school activities/athletics is to develop a sense of responsibility to the team. A team remains unified in victory and in defeat.

Therefore, all students/athletes will ride to and from activities/athletic contests on school provided transportation unless prior approval is obtained from the Principal/Athletic Director.

Modified athletes will also ride to all contests on school provided transportation. However, if the parents of a modified athlete would like their son or daughter to ride home with them, the coach may release the student to the parents after the game upon receipt of a written request.

Any other requests for alternative transportation to or from a contest/activity must be approved through the Principal/Athletic Director's office by 9:00 a.m., the day of that contest/activity. The intent of alternative transportation for students/athletes is not for getting home sooner, but for other extenuating circumstances.

Emergency situations will be dealt with on a case-by-case basis.

Students, out of district, that participate on a combined HCS team are still expected to ride on school provided transportation.

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H. Care of School Equipment

Each student/athlete and parent will assume the responsibility for caring for all equipment, uniforms and supplies issued to the student/athlete and for returning all such equipment, uniforms and supplies to the advisor/coach at the conclusion of each season/activity. Parents/athletes will be charged the replacement value for any lost or damaged equipment, uniforms and supplies.

I. Injuries

The student/athlete must report any injury to the advisor/coach immediately. He/she must also report to the school nurse as soon as possible to fill out a report if medical treatment was/is necessary. If this report is not completed, no claims may be filed with the school's insurance company. The insurance company must receive this report within 30 days of injury.

The school insurance policy pays after the family's insurance is exhausted (including major medical). Parents should note that the school insurance coverage does not take care of all remaining expenses, since there is a set schedule of maximum payments for each type of medical treatment.

If medical treatment is administered, the student/athlete must be released by the attending physician or school nurse in order to resume participation.

J. Physical Examination

A student may not participate in any activities, practices, scrimmages or games without first completing a physical examination by the school doctor or other prior-approved physician.

K. Term of Code

The Code shall take effect at the first activity/practice and remain in effect for the remainder of the school year.

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IX. OTHER INFORMATION

All students/athletes who plan to participate in interscholastic sports or extra-curricular activities at Hamilton Central are expected to understand and abide by the guidelines and rules established by the various leagues, Section III, NYSPHSAA, and the Commissioner of Education and the NYS Board of Regents.

It is the responsibility of each advisor/coach to fully inform each student member of the training regulations at Hamilton Central and any additional standards of conduct and performance pertaining to his/her sport/activity. Seniors are not considered to have completed their athletic/extra-curricular careers at Hamilton Central until his/her team has been eliminated from tournament play or the awards ceremonies have been completed, whichever occurs last.

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