

LANCASTER SCHOOL DISTRICT

HOME OF THE LANCASTER



LANCASTER HIGH/MIDDLE SCHOOL ATHLETIC/ACTIVITY CODE

2019-2020

Lancaster High School Student Activity Code

The Lancaster School District's primary mission is an educational one. Although athletics and activities expand upon the educational experience they are not an entitlement. Participation in extra and co-curricular activities is a privilege that requires good academic standing and appropriate personal conduct. The LHS/LMS Athletic/Activity Code identifies academic and attendance eligibility standards and provides a sequence of progressive discipline for personal conduct code violations.

Mission:

Athletics and activities at Lancaster High/Middle School develop lifetime skills, which foster emotional, social, intellectual and physical growth. Students who choose to participate assume additional responsibilities as representatives of their school, their families and their community.

Purpose:

The purpose of the LHS/LMS Athletic/Activity Code is to establish a uniform code of conduct for Lancaster High/Middle School students involved in high school extra and co-curricular activities. Any extra and co-curricular activity recognized by the School District of Lancaster will be considered an activity under this code.

To the Student:

The activities program can be an important part of your high/middle school years. Extra and co-curricular activities provide new opportunities, new experiences and help you develop your

interests and skills. Students who participate in the school's extra and co-curricular programs are expected to conduct themselves at all times and in all places, in a positive manner that will bring credit to themselves, their school and their community.

This code is in effect 24 hours a day and 12 months a year. When you and your parent/guardian sign this activity code, you agree to abide by the regulations and consequences outlined.

Lancaster Activity Programs:

Art Club FBLA, FFA, Forensics, French Club, French Concours Oral, Games Club, Honors Band, Jazz Band, Leo Club, Math Contest, National Honor Society, Prom Court, Homecoming Court, School Play, Science Club, SkillsUSA, Student Council, Swing Choir, Theater Club, Trap Club, Writing Workshop Club, Spelling Bee, Club Scrub, CASH, Fuel Up and Play 60, Geography Bee, Honors Choir, Mock Newbery Club, NHD, You Be The Chemist. *All future and current Lancaster School District sponsored activity programs are subject to this code.*

Lancaster Athletic Programs:

Football, Volleyball, Girls Swimming, Girls Cross Country, Boys Cross Country, Boys Soccer, Boys Basketball, Girls Basketball, Gymnastics, Boys Swimming, Wrestling, Baseball, Softball, Girls Soccer, Boys Golf, Girls Golf, Boys Track, Girls Track, Cheerleading, Dance Team, and Trap Club. *All future and current Lancaster School District sponsored athletic programs are subject to this code.*

W.I.A.A. RULES AND REGULATIONS (Athletics):

- Every student must have a record of a medical examination filed in the school office before he or she can compete in a practice or a contest in any sport. The exam must be completed on an every other-year basis, starting with the first year of participation in sports. In those years when a physical is not required, the student must complete and return an alternate card, signed by the student's parents or guardian, stating that the student has not been hospitalized or suffered serious injury or illness since the most recent physical exam. This card is provided by the W.I.A.A. and can be picked up in the front office or Athletic Director's office. **A physical examination taken April 1 and thereafter is valid for the following two school years; a physical examination taken before April 1 is only valid for the remainder of that school year and the following school year.**
- The student-athlete must be under the age of 19 as of August 1 of any given school year.
- The student-athlete is eligible only in the school district in which his/her parents or legal guardian are legal (physical) residents or through acceptable WIAA provisions (i.e. open enrollment). Exception Home School Student.
- The student-athlete must be an amateur in order to be eligible for school athletics.
- The student-athlete in a given sport may not participate in that same sport in activities outside of the school - either as a team member or as an individual or as an independent entry - during the same time that he or she is participating with the school team.

Other Eligibility Requirements:

To be eligible for practice or competition in an athletic activity, the participant must:

- Have on file in the Athletic Director's office:
 - The proper W.I.A.A. card Physical/Alternate Year Card
 - Concussion Parent and Athlete Agreement Form

- Be cleared from any fee, equipment, or uniform responsibility incurred from participation in a previous sport or activity.
- Have a signed statement on file in the athletic director's office stating that the student-athlete and his or her parents or guardian understand and agree to abide by all of the provisions contained in the LHS/LMS Activity Code and the WIAA.
- Have paid the user sport/activity fee or have been granted a fee waiver.
- ALL required concussion testing and documentation completed AND on file (per STATE Law)

Academic Eligibility Requirements: High School Only

The primary mission of LHS is to provide all students with successful academic experiences. Students that participate in LHS extra or co-curricular activities must achieve and maintain academic success in order to participate. Students must maintain full-time student status and passing grades without any incompletes to be considered eligible to participate in extra or co-curricular activities. Scholastic ineligibility **may not** be appealed.

The student is in good academic standing. Good academic standing consists of passing grades in all subjects after:

- a) 1st, 2nd, 3rd, and 4th quarters.
- b) 1st and 2nd semesters

An incomplete grade may be considered a non-passing grade. If a student is not in good academic standing, the student is ineligible beginning the first day that reports cards are issued. The student will remain ineligible for 15 consecutive school days. If after that time the student is in good academic standing, he/she will be eligible once again. If the student is not in good academic standing, he/she will be ineligible for each 15 consecutive school day period until the student is in good academic standing. A student may erase ineligibility status following the last grade reporting period of the school year through summer school courses (including correspondence courses) at the same or some other school provided the school gives credit toward graduation requirements for such courses and counts them in rank-in-class standings.

The student regains eligibility immediately when the incomplete(s) are made up and the student receives a passing grade for the incomplete(s).

The ineligibility status described in the paragraphs above will be adjusted as follows for students in fall sports in which the date of earliest allowed competition is before the first day students are in class:

Academic Eligibility Requirements: Middle School Only

The primary mission of LMS is to provide all students with successful academic experiences. Students that participate in LMS extra or co-curricular activities must achieve and maintain academic success in order to participate. Students must maintain full-time student status and passing grades without any incompletes to be considered eligible to participate in extra or co-curricular activities. Scholastic ineligibility **may not** be appealed.

The student is in good academic standing. Good academic standing consists of passing grades in all subjects after:

- a) 1st, 2nd, 3rd, and 4th quarters.
- b) 1st and 2nd semesters

An incomplete grade is considered a non-passing grade. If a student is not in good academic standing, the student is ineligible beginning the first day that reports cards are issued. The student will remain ineligible for 5 consecutive school days. If after that time the student is in good academic standing, he/she will be eligible once again. If the student is not in good academic standing, he/she will be ineligible for an additional 5 consecutive school day period until the student is in good academic standing.

Fall Sports

The minimum ineligibility period shall be the lesser of:

1. Twenty-one (21) consecutive calendar days beginning with the date of earliest allowed competition in a sport, or one-third (1/3) of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).

The following situations will render the student ineligible for interscholastic competition:

1. A high school student reaches his/her 19th birthday before August 1st of any given year. A middle school student reaches his/her 15th birthday before August 1st of any given year.
2. A student may not participate in an organized non-school activity in the same sport during the season of practice and competition established by the school.
3. A student is in attendance at high school (9-12) for more than eight semesters.
4. A student is in violation of any other rules as stated in the W.I.A.A. Handbook.
5. A student is dropped from one team for disciplinary reasons. This ineligibility is in effect for that particular season only.
6. A student athlete that quits one sport to join another sport is ineligible unless approved by the coaches involved and the athletic director. This ineligibility is in effect for that particular season only.

Attendance Standards:

Regular school attendance is an important factor in academic achievement. Participants of LHS/LMS activities are expected to be in attendance the entire day of a contest or performance.

- An unexcused absence for any part of a school day (i.e. skipping a class, study hall or an entire day) will result in that student being ineligible for any extra or co-curricular contest or performance that day.
- For any absence to be considered an excused absence office personnel must receive a phone call or written notification/e-mail from the student's parent.
- A student must be in attendance **the entire school day** to be considered eligible to participate in a practice, contest or performance on the same day. The absence must be an excused absence. Please note a doctor's appointment is an excused absence. (See Student Handbook for listing of Excused Absences)
- Student conduct resulting in suspension will result in the student being ineligible for the length of the suspension.

Supplements:

Along with the National Federation of High School Associations and the W.I.A.A., the administration and staff of the Lancaster School District discourages the use of supplements by students for performance enhancement. Supplements may not and will not at any time be consumed, dispensed or distributed on school grounds.

PRIMARY RESPONSIBILITIES

The student will:

1. Refrain from the use and/or possession of any form of illegal drugs, tobacco/nicotine products including electronic cigarettes, vaping devices, and alcoholic beverages.
2. Refrain from the improper use of all prescription and over the counter medications.
3. Refrain from illegal use of cell phones, social media platforms, and other electronic devices.
4. Refrain from violations of the laws as written:
 - a) To commit a felony, misdemeanor crime, or civil forfeiture violations excluding minor traffic violations.

It is important to note that disciplinary consequences imposed under this Code are unrelated to court disposition or resolution of matters that are subject to court proceedings. Regardless of the outcome of any court matter, a participant will be subject to punishment under the co-curricular code if the responsible school official determines that a student has engaged in conduct that violates the code.

Definition of Possession:

Possession is the act of having the substance on one's own person, student backpack, purse, locker, vehicle on school property, etc. is considered an extension of the student. Examples: Holding an alcoholic beverage/vaping device is possessing. Transporting alcohol (unless under the direct supervision of a parent/guardian) is possessing.

SECONDARY RESPONSIBILITIES

The student will:

1. Refrain from any suspension from school (in-school or out-of-school suspension).

PRIMARY CONSEQUENCES FOR ATHLETIC PROGRAMS

In the determination of primary consequences, "regular season" is defined as the first day team practice begins until the first W.I.A.A. tournament date, and, "length of season" is counted by weekdays. Primary consequences are as follows:

- First violation shall be a suspension from participation of athletic contests for a period equal to 50% of the regular athletic contests. If a student athlete voluntarily admits prior to being confronted to a violation, the suspension will be reduced to 15% of the regular athletic contests. If an athlete is honest when questioned and is cooperative with administration during an investigation the suspension will be reduced to 30% of the regular athletic contests. An athlete shall attend and participate in practice at the discretion of the coach, athletic director and principal.
 - a. The student will not be eligible for school honors for the remainder of the current school year.
 - b. The student will not be eligible for team awards during the season the code violation was committed. If the code violation is committed out of season, the athlete will not be eligible for team awards in their next season of participation.

- Second violation shall be a suspension from athletic participation for a period of time equal to 100% of the regular athletic season. The student athlete is not eligible for tournament play if the athletic season is missed.

- Third and subsequent violations shall be a suspension from athletic participation for a period equal to one calendar year for each violation.

- If a student athlete violates his/her athletic code with both a primary violation or secondary violation, the first entire suspension must be served before he/she begins serving the second suspension for that sports season.

- If a student athlete is suspended for one or more W.I.A.A. tournament competitions, he/she is immediately disqualified for the remainder of the total tournament series in that sport.

- With the exception of the 9th grade year, an athlete is not able to serve or complete a suspension from participation in any sport the athlete has not competed in during 9-12 grades.

PRIMARY CONSEQUENCES FOR NON-ATHLETIC PROGRAMS

First Major Violation for Non-Athletic:

- Loss of participation in all contests/ performances for 30 calendar days and loss of School Honors for the remainder of the school year. If there is not a performance/contest within the 30 calendar days, the student must miss at least one performance/contest. If a student voluntarily admits prior to being confronted to a violation, the suspension will be reduced to 10 calendar days. If there is not an event within 10 calendar days, the student must miss at least one performance/contest. If a student is honest when questioned and is cooperative with administration during an investigation the suspension will be reduced to

20 calendar days. If there is not an performance/contest within 20 calendar days, the student must miss at least one event. The student shall attend and participate in practice at the discretion of the teacher, advisor or coach.

- Students are not eligible to begin an activity after the first meeting/practice/rehearsal in order to serve a suspension.

Second Major Violation for Non-Athletic:

- Loss of eligibility for 60 calendar days and loss of School Honors for the remainder of the school year. If there is not an event within the 60 calendar days, the student must miss at least one event.

Third and all subsequent Major Violations for Non-Athletic:

- Loss of eligibility for one year (365 days) from the date that the decision is rendered and loss of School Honors.

SECONDARY CONSEQUENCES FOR ATHLETIC AND CO-CURRICULAR PROGRAMS

Penalties for Conduct Violations

Note: First and second offense will not trigger the loss of Honors of the School.

First and Second Penalties Violation:

- Athletics- Suspension from one (1) regularly scheduled contest. One date counts as one performance/contest.
- Non-Athletics Event- Suspension from Co-Curricular program for one (1) performance/contest.

Third and Subsequent Violations:

The student will be referred to the activities director for a primary code violation. The student will not be eligible for school honors for the remainder of the year.

Incarceration and Legal Sanction:

- A student who is charged/cited for serious unlawful activities (felonies) will be suspended indefinitely until such time that the outcome of the case is decided. For the purposes of the activity code a student will be considered ‘charged’ when law enforcement has made their recommendation to the district/county/city attorney.
- A student who is released from incarceration (under the Huber Law or through an electronic monitoring program or any other legally related program that releases a student from incarceration to attend school) may not participate in athletic/co-curricular activities.
- When a student is released from his/her incarceration, he/she will not be eligible to participate in co-curricular activities for a full calendar year from the date of their conviction.

****Disclaimer – Number of events for a violation is subject to change due to the number of events actually scheduled. Number of events in the chart are the WIAA maximum for each sport.**

Detention/Discipline Obligations:

1. Students may not be on school grounds during in school or out of school suspensions, therefore, no participation in any meetings, practices, or events until the suspension is served. If student has an in-school suspension they are not allowed to be at any school function after school that day. (Examples: Practice, Meetings, Games, Events, ect.)
2. Discipline obligations not met in a timely fashion as determined by the principal's office will result in suspension of all activities until the completion of the discipline obligations.
3. **Penalties will carry over into the second sport season or co-curricular activity if the suspension is not completed in the original season or from one school year to the next.**

Honors of the School:

Lancaster High/Middle School believes that honors of the school should be reserved for students that exhibit high standards of conduct and serve as role models for their peers. Therefore, activity code violations will result in loss of School Honors for the remainder of the current school year in which the violation occurs. These may include but are not limited to officers of clubs or organizations, class officers, Badger and Boys and Girls State, Teen of the Week, and All-Star Game Participant. If the violation occurs in the summer when school is not in session, the loss of School Honors will take effect next school year. Each advisor will notify students prior to the activity as to how activity code relates to their organization.

Season Awards:

Activity code violations will result in the loss of all school sponsored award privileges for that season in which the violation occurred (**not a calendar year**). These school-sponsored awards may be but are not limited to team/special awards such as: MVP, Most Improved, Captain, All-Conference and All-Star Game Participant.

Disciplinary Procedures:

It is the expectation that students be truthful and forthcoming when evidence of a possible violation by a student is made known to the Activities Director. These steps will be followed:

1. The student or students implicated in an alleged violation, as well as any witnesses, will be interviewed individually by the Activities Director to discuss the possible violation.
2. The Activities Director will make a determination that the student either has or has not committed a violation and, should it be determined that a violation occurred, the appropriate consequences will be imposed. The student and his/her parents (if the student is under the age of 18) will be informed of the determination and the consequences. Participation in athletics and activities is a privilege and not a right and it is sufficient if the Activities Director determines that it is more likely than not that the student committed a violation.

(I don't know if you intend to have the AD meet with the student and/or parents or guardian or not)

Appeal Procedure:

Activities Council

1. After a ruling of ineligibility resulting in a period of ineligibility from activities has been made by the Activities Director, a participant and/or his/her parents or guardians (if he/she is under the age of 18) may formally appeal the decision in writing to the

- Activities Council. Such an appeal must be received by the Activities Director within five (5) school days from the first day such ineligibility shall take effect.
2. The Activities Council, within three (3) school days of receipt of such written appeal, shall contact by telephone the participant and/or his/her parents or guardians to establish a date for an appeal meeting. Such date for a meeting shall take place no later than seven (7) school days after the receipt of the written appeal. Present at the meeting will be the Activities Council, the Activities Director, the participant and the participant's parents or guardians. The purpose of the meeting is to determine whether an error was made; the purpose is not to hold an additional hearing or new hearing. The Activities Council shall consist of a group of five school personnel including coaches, advisors and teachers not directly involved with the incident(s). The participant bears the burden of proving an error was made.
 - a. The participant and/or his/her parents or guardians will be provided with an opportunity to present information pertaining to the incident(s) which resulted in the period of ineligibility. The information may not deviate significantly from the information initially presented to the Activities Director by the participant and or the participant's parents/guardians.
 - b. The Activities Director will be provided with the opportunity to present information pertaining to the incident(s) which resulted in the period of ineligibility. The information may not deviate significantly from the information initially presented to the participant and/or parents or guardians.
 - c. The Activities Council will then excuse the participant, parents/guardians and Activities Director and will determine whether to uphold, modify or overturn the decision of the Activities Director.
 3. The Activities Council shall notify the Activities Director of its decision and the Activities Director will notify the participant and/or his/her parents or guardians of the decision in writing within three (3) school days after the meeting. The decision of the Activities Council shall be final.

*****The student will remain ineligible throughout the appeal process.**

Side Note:

The advisors, coaches and administrators realize not every violation in nonathletic activities are equal. Therefore, when a violation occurs involving a student who is participating in a non-athletic activity, the principal, activities director and the advisor/sponsor of the activity will have the authority to define what an event is and impose the consequences of the Code in such a way that is practical.

Although the Activity Code as written can apply to many of the activities sponsored by LHS/LMS, the district recognizes that the activity code will not be equitable in some situations involving students participating in non-athletic activities.

*** Directors, coaches and advisors of athletics and activities may impose consequences in addition to this code.

**PARENT-STUDENT RULES OF ELIGIBILITY
SIGN-OFF FORM**

I certify that I have read, understand, and agree to abide by all of the information contained in this code. I further certify that if I have not understood any information contained in this document, I have sought and received an explanation of the information prior to signing this statement.

Parent/Guardian's Signature _____ Date _____

Student Signature _____ Date _____

This form must be completed and submitted to the Activities Director prior to a student being declared eligible to participate.

ATHLETIC/ACTIVITY CODE PLEDGE SHEET

Once signed by the student and parent/guardian, this pledge sheet is valid for the entire year.

STUDENT

I hereby acknowledge that I have read the Lancaster School Athletic/Activity Code and understand the rules and regulations as stated. As a member representing the Lancaster School System, I agree to guide my conduct accordingly.

STUDENT'S SIGNATURE _____

DATE _____

PARENT/GUARDIAN CONSENT

I, as a parent/guardian of _____ have read the rules, regulations and policies set forth for athletic and activity participation at Lancaster Community Schools and request my son/daughter permission to participate under those conditions.

PARENT/GUARDIAN SIGNATURE _____

DATE _____