

**HALE AREA SCHOOLS**  
**ATHLETIC/EXTRA-CURRICULAR CODE OF CONDUCT**

**FOREWORD**

When parents, student athletes, student activity participants, coaches and advisors have positive common goals, educational results are limitless. The purpose of the athletic/extra-curricular handbook is to explain Hale Area Schools' philosophies, objectives and guidelines so that all students may have a positive athletic/extra-curricular experience. Athletics and extra-curricular activities are part of the total educational program in Hale Area Schools. The philosophy adopted by the Board of Education emphasizes that all educational programs should stress the cooperative, contributive, creative and competitive values found in our society.

**ATHLETIC/EXTRA-CURRICULAR PARTICIPANT RESPONSIBILITIES**

There are occasions when you have a conflict of responsibilities. The following set of values should be used as a guideline to aid you in determining your prime responsibility:

- 1) Home and church responsibilities
- 2) Academic responsibilities
- 3) Athletic/extra-curricular responsibilities
- 4) All other social and school responsibilities

It is the responsibility of the student to properly care for equipment and uniforms issued to them during the course of their participation in the activity. All equipment and uniforms issued to the student must be returned to the coach/advisor at the end of the season or school year, whichever comes first. Equipment and/or uniforms not turned in will have to be paid for by the student. A student athlete will not receive any season awards or be allowed to participate in subsequent sports or extra-curricular activities until their equipment and/or uniform is returned or paid for.

**ATHLETIC/EXTRA-CURRICULAR PARTICIPANT GUIDELINES**

Students are encouraged to become involved in extra curricular activities, including interscholastic athletics, provided they agree to follow the rules and guidelines set by the district and their coach/advisor. Participation in these programs at Hale Area Schools is considered an honor and privilege that entails obligation to the school and the community. Students who violate these rules and guidelines will be subject to the consequences outlined, up to and including suspension from participation in such activities. This code is in effect year round (12 months) not just during the school term. Students must realize that these rules and guidelines are in effect 24 hours/day, 365 days/year both on and off school grounds. The consequences for violation of this code are cumulative starting with the student's first year at Hale Area Schools.

Individual coaches may have additional policies and consequences that must be adhered to by team members and team support personnel. Upon approval of the athletic director and principal, these individual policies will be presented in writing to each athlete and his/her parent or guardian and placed on file in the athletic office at the beginning of the season.

A student who violates the rules and guidelines will be subject to disciplinary action as outlined in this code of conduct. To participate in any extra-curricular activity the student and his/her parent or guardian must sign and return the designated school official participation form, which acknowledges that the student and his/her parent or guardian understands and agrees to abide by the code of conduct.

## CODE OF CONDUCT VIOLATIONS

The following behaviors constitute a violation of the Hale Area Schools' extra-curricular code of conduct and subject the student to the consequences outlined in that section of this code:

### Alcohol and Substance Abuse

- 1) Use, possession, concealment, distribution, sale or being under the influence of tobacco or tobacco products in any form;
- 2) Use, possession, concealment, distribution, sale or being under the influence of alcohol or alcoholic beverage in any form;
- 3) Use, possession, concealment, distribution, sale or being under the influence of illegal drugs, including, but not limited to, those substances defined as "controlled substances" pursuant to federal and/or state statute;
- 4) Use, possession, concealment, distribution, sale or being under the influence of steroids, human growth hormones or other performance enhancing drugs;
- 5) Use possession, concealment, distribution, sale or being under the influence of any substance purported to be illegal, abusive or performance enhancing, i.e. "look-alike" drugs;
- 6) Use possession, concealment, distribution, sale or being under the influence of inhalants.

If a student is present at any time where the above violations are occurring with minors, they must immediately remove themselves from the premises of such illegal activity and report the activity to their coach and/or advisor. Immediately is defined as follows: as soon as the person becomes aware. A guideline of ten minutes is a reasonable amount of time to determine if alcohol and/or drugs are present. Students participating in extra-curricular activities are expected to take a leadership role with their fellow students by making them aware of the consequences of being at the party or event where abuse is taking place and encourage them to also leave. Following these procedures exactly exonerates the innocent student, provided that the student is not frequenting this type of party. If a student attends a "family function" (i.e. wedding, graduation, family reunion, etc.), with their parent or guardian as long as the student does not consume, use or distribute illegal substances as described in numbers one through six (1-6) above, they will not be considered guilty by association. These events will not fall under the heading of "parties with minors" but will be referred to as "family functions." When students attend a "family function" with a parent where other minors are in violation of the infractions described in number one through six (1-6) above, the student must report their attendance to their respective coach/advisor.

It shall not be a violation of the code of conduct for a student to use or possess a prescription or patent drug when taken pursuant to a legal prescription issued by a licensed physician or for which permission to use in the school has been granted provided he/she is taking prescription medicine, which could alter the student's ability to participate in the activity.

Students shall not engage in any acts of cumulative or gross misconduct, including but not limited to behavior which is addressed in the student handbook, such as acts of theft, extortion, vandalism, assault, sexual misconduct and gross disrespect.

## CONSEQUENCES AND PENALTIES FOR VIOLATIONS

In-season is defined as the first day practice as permitted by MHSAA rules until the awards/banquet ceremony is held for the season.

Off-season is defined as summertime and non-participation periods in Hale Area Schools' athletics during the school year.

Attendance at "parties with minors" where removal does not occur within the reasonable time frame **and communication with the appropriate coach** does not occur will result in a one-year probation for the first offense. Further violations of this rule will be treated the same as a violation of use, sale, or distribution as outlined below.

Violations for alcohol and substance abuse as delineated in numbers one through six (1-6) of the previous section are outlined below:

**FIRST VIOLATION**

<b>In-Season (fall, winter, spring)</b>	<b>Off-Season (summer and non-participation periods in HHS athletics during the school year)</b>
Removed from team and loss of awards	Loss of eligibility for 20% of regularly scheduled events in athlete's next sport season
Student must successfully complete evaluation and/or counseling	Student must successfully complete evaluation and/or counseling

**SECOND VIOLATION**

<b>In-Season (fall, winter, spring)</b>	<b>Off-Season (summer and non-participation Periods in HHS athletics during the school year)</b>
Ineligible for three (3) seasons—current plus 2 additional seasons	Ineligible for three (3) seasons
Student must apply for reinstatement after successfully completing evaluation and/or counseling. Recommendations of the evaluation and/or counseling must be adhered to and may include drug testing (if reasonable suspicion exists).	Student must apply for reinstatement after successfully completing evaluation and/or counseling. Recommendations of the evaluation and/or counseling must be adhered to and may include drug testing (if reasonable suspicion exists).

**THIRD VIOLATION**

A third violation, whether in or out of season, will result in permanent ineligibility for the student's school career.

**REPORTING & INVESTIGATING**

**“Credible evidence of violation of the Student Athletic code of Conduct may take many forms, including digital, such as photos, videos, language and other credible evidence that is related to the Code of Conduct.**

**Any such evidence, including digital images that may appear on social networks like 'Facebook' or 'My Space' which is determined by proper school authority to constitute credible evidence shall be considered acceptable proof of a violation of the Code of Conduct. The burden of proving innocence then shifts to the student athlete to produce clear and convincing evidence that he/she is innocent. The school acknowledges the potential for digital manipulation and therefore advises student athletes to exercise great caution to avoid situations such as parties where alcohol and /or drugs are consumed so as not to put himself/herself in a potential 'false light' situation"**

No student will be disqualified on hearsay evidence **only**. All allegations must be made to the athletic director. An initial verbal contact may be made, but must be followed up with a written statement. The individual reporting the violation (other than a court or law official) must be an adult and be willing, if necessary, to meet with the accused student, parents, and athletic director within five days of the witnessed offense if the athlete denies the charge. The athletic director will investigate the allegations to determine the appropriate action. " **Exceptions to these rules may be granted in the discretion of proper school authority when in the discretion of such officials, the best interest of the school and /or the students is best server."**

Local law enforcement agencies and the court system will be in communication with the school when athletes are in violation of offenses listed in the Alcohol and Substance Abuse section of this code of conduct. The athletic director will then confront the student and invoke the appropriate consequence. Parents, coaches and the superintendent will be notified in writing of the infraction and consequences.

Within three (3) school days following the application of a consequence, a student may appeal the decision in writing to the superintendent. ~~A panel, consisting of the superintendent, a board member, a coach/advisor, a community member and a teacher, will hear the evidence and determine the proper course of action.~~ **The Superintendent will hear the appeal. If the student does not agree with the decision of the Superintendent, the student may appeal the decision of the Superintendent to the Board of Education. This appeal to the Board of Education must be reduced to writing and presented to the Superintendent within three days of the Superintendents decision. The Superintendent will forward the appeal letter to the Board of Education immediately. The appeal to the Board of Education must be heard within five school days of presentation to the Superintendent.** During the appeal process the student will not be allowed to participate in the sport or activity.

This appeal process is not available to those individuals convicted by law enforcement agencies.

### **REINSTATEMENT**

A reinstatement committee will consist of the superintendent, a board of education member and the principal and/or athletic director. This committee will determine when and/or if a student will be allowed to participate again in athletics and/or extra-curricular activities after a second offense.

### **SUSPENSION FROM SCHOOL**

Any student-athlete or participant in extra-curricular activities who is suspended from school for violation of the Hale Area School Student Code of Conduct will be ineligible for participation in practices, competitions or any outside of classroom activities for the duration of the suspension.

### **ATHLETIC OBJECTIVES**

The Hale Area School Athletic Program is dedicated to the following: 1) Provide athletes with the best teaching and coaching personnel possible. 2) Provide all athletes with the best possible

facilities and equipment. 3) Provide opportunities for all athletes to participate in the best interscholastic program possible. 4) Provide all spectators and opportunity to identify with and support the interscholastic teams of Hale Area School. 5) Provide all athletes an opportunity to grow physically, emotionally and spiritually through participation in the athletic program. 6) To develop wholesome appreciation for a well-developed and properly conditioned body. 7) To help satisfy the physiological and psychological needs of the student athlete. 8) To develop school spirit. 9) To help develop desirable character traits consistent with this philosophy and the goals of athletics.

#### **ATHLETIC PHILOSOPHY**

Athletics are a part of the total educational program of Hale Area Schools. The athletic program at Hale High School shall: \*Serve as a potential educational media through which optimum growth (physical, mental, emotional, social and moral) of the participants will be featured. \*Provide for well planned and balanced interscholastic and intramural athletic activities for all concerned, consistent with the available facilities, personnel and financial support. \*Be concerned with the total development of the student and shall promote competitive activity as a portion of the total educational program. \*Be planned so as to present a minimum amount of interference with the academic program. \*Provide an educational activity with professional leadership, established educational objectives and acceptable standards of behavior. \*Be recognized as an important part of the educational process. As such, it is subject to the athletic policies and all policies governing the Hale Area Schools as approved by the Board of Education.

#### **GENERAL RULES OF CONDUCT FOR ATHLETES**

Dropping out of a sport is a serious matter. No athlete will be allowed to quit a team without first consulting their coach and/or athletic director.

#### **SPORTSMANSHIP**

1) A student spectator represents his/her school as well as the athlete. 2) The good name of the school is more valuable than any game won by unfair play. 3) Accept the decisions of officials without dispute. 4) Recognize and show appreciation of fine play or good sportsmanship on the part of the opponent. 5) Advocate that any spectator or athlete who continually demonstrates poor sportsmanship be excused from the athletic program.

#### **CUTTING AND PARTICIPATION**

The number of athletes kept on a team will be determined by each coach with the approval of the athletic director. The judgment of the number kept will be based on the number that can reasonably be handled within our facilities and budget and to the relative ability of the group. In keeping with our philosophy of providing opportunity for the greatest participation possible, a coach will generally be expected to play everyone within the following guidelines: \*A coach will not be expected to play athletes who have discipline or attitude problems (i.e. missing practices, verbally abusive toward fellow teammates and their abilities). \*In varsity sports, the goal is to win and play as many athletes as possible within the coach's judgment or as required by the rules. All other levels of sports, the athletes will generally be expected to participate in each contest except when regulated by the rules or as game conditions permit. \*Ninth and tenth grade students on varsity sports (when JV/Freshmen squad is available) must participate in at least one-half of each contest. This rule may be waived in special cases by the athletic director. \*Promotion of JV players to Varsity will be decided by the head coach and the athletic director.

**A student must be present in school the entire day of a contest or activity unless the athletic director or principal has been notified and approval given for a pre-arrangement or emergency. A student must be present in school all day to attend daily practices unless the athletic director and/or the principal have been notified of a pre-arrangement or emergency.**

Each athlete is responsible for reasonable care of all equipment issued to him/her. Equipment lost, stolen or damaged will be charged to the athlete. Athletes who have not turned in all equipment from one sport will not be eligible for any future sport participation (practice or event), until the matter is cleared up. Boys will be allowed to try out for and participate for only boys' teams. Girls will be allowed to try out for and participate for only girls' teams. These rules are enforced when there are equal numbers of sports activities for both genders during a season. All participants must travel to and from away contests with the team, unless prior arrangement has been made with the coach. The athlete can be released to their parent and/or guardian by a note given to the coach **BEFORE** the bus has left Hale or the parent/guardian may sign a sign-out form after the varsity contest. Athletes will not voluntarily drop out in a season sport and be allowed to become part of another sport in that season. The exception to this will be by permission of both coaches involved, parent and/or guardian and the athletic director.

### **STUDENT ATHLETE GENERAL RULES OF ELIGIBILITY**

To be eligible for athletics at Hale High School, an athlete must:

- 1) Have passed a physical examination by a doctor. Forms used for the physicals are in the high school office and are furnished through the Michigan High School Athletic Association.
- 2) Comply with current Michigan High School Athletic Association eligibility rules.
- 3) Have passed 5 credits for 18 weeks of enrollment (2 terms).
- 4) Be less than 19 years of age, except for a student whose 19<sup>th</sup> Birthday occurs on or after September 1 of a current year is eligible for the balance of that school year.
- 5) Have not been enrolled more than eight semesters at the end of the current school year.
- 6) Follow the current academic eligibility rules as listed below.

### **STUDENT ATHLETE ACADEMIC ELIGIBILITY**

An athlete at Hale High School must meet the minimum standard as set forth by the Michigan High School Athletic Association and Hale High School academic eligibility standards. The Michigan High School Athletic Association standards refer to semester credit and the Hale High School guidelines apply to progress report grades, marking periods, and two additional interim checks per marking period.

These guidelines will begin at the start of the student's freshmen year, transfer students will use exit grades and/or previous semester from originating school and apply year round from that point forward. In accordance with that, fourth term grades will be applied to the following fall sport season to determine a student's academic eligibility.

#### **Steps of Eligibility:**

**Step 1:** Students with a 2.0 GPA or higher and one "E" or a GPA of 1.50 or below (without any "E" grades) will be placed on Warning Status. (No credit will constitute a failing grade regardless of the GPA.) Fall sport is taken from previous school year's fourth term card marking.

Warning Status: Student athlete may have full participation until the next interim eligibility check. At that time they must have no failing grades and at least a 1.50 interim GPA or he/she will be placed on probation status.

**Step 2:** While in season, student athletes may not be receiving any "E" grades or "No Credit" in any classes. Should this occur students are placed on Probationary Status.

Probationary Status: Student athletes may attend practices and team meetings, but they will be unable to participate in games equal to 20% of their team's competitive scheduled dates, excluding any tournament or post season play. This 20% is the minimum and non-wavering.

**Step 3:** Student athlete has any "E" grades and has already been through probationary status for their current sport season are immediately placed on an Inactive Status. Student athletes

remain on Inactive status for a minimum period of two weeks or until the student achieves minimum academic eligibility in order to resume full participation.

Inactive Status: Students on inactive status do not participate in games or practices. They are eligible to attend games and practices provided they bring homework to be done during that time in an effort to improve their academic standing.

### **SPORTS AWARDS AND RECOGNITION**

Each coach is responsible for setting up the requirements for their sport. These requirements may change year to year and have been established with some degree of flexibility in order that a coach may award a letter to any player whom he/she feels has earned his/her varsity award. Any student involved in an extra curricular activity covered by athletic policies will not be granted an award if suspended as a result of that policy. The awards night for athletes is a special occasion for students and their parents. Students are reminded that appropriate dress is required for the awards banquets.

Awards available to athletes at the varsity level of participation are limited to the following:

- 1) Varsity "H" award certificates, letter and appropriate pins.
- 2) Most Valuable Player
- 3) Most Improved Player
- 4) "Eagle" Award

These awards are available for the coach to use at his/her discretion and are not mandatory awards. Parent's night in which the athletes will be introduced with their parent/guardian are done for each sport. Parents will not be charged admission for this event. Awards available to high school junior varsity athletes will be limited to the certificate of award for participation in their specific sport. These certificates will be issued at the awards banquet to athletes deemed worthy by the coach. An athlete must contact his/her coach or athletic director prior to the sports banquet if they are not able to attend the banquet.

It has been explained to me and I understand that participation in athletics at Hale Area Schools is my privilege and not my right.

I also understand that I am responsible for the contents of this policy and the changes made by the Hale Board of Education as outlined in this policy on 1-15-13.

This was explained to me on \_\_\_\_\_ by \_\_\_\_\_ .

I had the opportunity to ask questions and in the event that I have questions in the future, I will have the opportunity to speak with my coach, athletic director, principal or superintendent.

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Signature

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Date