

**COMMUNITY HIGH SCHOOL DISTRICT #117**  
**Code and Eligibility Requirements for Competitive, Extracurricular**  
**Athletics and Activities**

**PREAMBLE**

Participation in competitive, extracurricular activities is a privilege extended to the student body by the Board of Education. Students participating in competitive, extracurricular activities represent the school district. Accordingly, they are expected to behave at all times to the highest standards of conduct.

**PHILOSOPHY**

The co-curricular code at Community High School District #117 is designed to establish high expectations/standards for students participating in competitive, extracurricular activities. Its principles embody a total lifestyle approach with an emphasis on respect for self, others, and property, self-discipline, trust and acceptance of responsibility for choices made. The effectiveness of the extracurricular code is dependent on a collective commitment from students, parents and school personnel and a proactive approach to prevention and assistance. No co-curricular program in District #117 should be considered *No-Cut*. This policy applies to all students involved in competitive, extracurricular athletics and activities. *The prohibitions and expectancies provided in this code apply from the date this policy is signed until the student's athletic eligibility expires.*

**STANDARDS**

**I. Curfew**

- A. On weekday and weekend nights a student must be home by the curfew as established in his/her community.

**II. Personal Conduct Expectancies - Inappropriate Conduct, Dangerous Behavior, Illegal Activity**

A. Definitions

1. Students are expected to refrain from conduct that discredits themselves or their school. Violations of this standard include, but are not limited to, the boasting about the use of alcohol or other drugs, insubordination, lying to school officials, cheating/plagiarism, gang-related activities, fighting, vandalism, theft, gross misconduct during the school day or extra-curricular activities, and any criminal activity or conduct endangering others.
2. Students are expected to refrain from dangerous behavior, which includes, but is not limited to, the sounding of false fire alarms, possession of dangerous materials or weapons, and physical or verbal threats to others.
3. Students are expected to refrain from actions that can harm others physically or degrade others' self esteem. This would include hazing, as defined in Standard IV.
4. Students are expected to refrain from representing themselves to others as a person who violates the extra-curricular code or openly supports the use of alcohol or drugs.

*Students suspended out of school will be ineligible during the period of suspension. Any interventions that occur as a result of the action(s) that led to the suspension from Standard II will be served either concurrently or subsequent to the suspension as determined by the Athletic or Activity Director.*

- B. Personal Conduct Expectancies Interventions – Violations of the Personal Conduct Expectancies may Result in the Following Interventions:

- 1<sup>st</sup> Offense* - Warning/Parent meeting up to 35% suspension of competition/performances.
- 2<sup>nd</sup> Offense* - 2 contests up to 50% suspension of competition/performances.
- 3<sup>rd</sup> Offense* - 50% up to 100% suspension from competition/performances.

*At any intervention level the athletic director may substitute or combine community service for/to the intervention.*

**III. Use or Possession of Banned Substances and Related Paraphernalia**

A. Definitions

There shall be no use, possession, or sale of tobacco, any tobacco products, alcoholic beverages, controlled substances, illegal drugs, look-alike drugs or paraphernalia related to banned substances.

In addition, there shall be no abuse of over-the-counter medications or medications prescribed by a physician. Student's who knowingly are in a vehicle or attend functions where there is illegal possession or consumption of tobacco, alcohol and other illegal substances present, must leave immediately. Failure to do so will be considered a violation of this code and students will be subject to the standards detailed in this code regardless of whether or not the student participated in the use of any banned substance during the time that he/she was in attendance at the function. Student's who are discovered to appear in pictures, such as internet, cell phones, etc., where there is illegal possession of tobacco, alcohol and other illegal substances present, will also be found in violation of this code.

B. Drug Testing

District #117 requires mandatory and random drug testing utilizing hair and urine analysis. Students choosing to participate in a competitive, co-curricular activity at District #117 will submit to a one-time, mandatory, pre-athletic/activity drug test using hair analysis. In addition, all participants will be randomly drug tested using hair analysis. Students are eligible for random selection for one year from the start of the sporting season in which they last played.

1. If a student fails to get drug tested when required, they will be suspended from all practice and contests/games until they are tested. This will also be considered a violation of Standard III of this policy.
2. Upon notification of a positive hair test result, the parent(s)/guardian have twenty-four hours to make a request to have another sample re-tested at the family's expense. Should the second test be confirmed positive, and there is not a satisfactory explanation for the positive results, the student will have forty-eight (48) hours to schedule a meeting with the SAP Coordinator. The student will remain suspended from competition or performances during the re-testing process.
3. Any student who tests positive on a drug test will be required to submit to random drug testing for up to one year when requested by the Athletic or Activity Director or the SAP Coordinator. Failure to comply will result in the loss of athletic eligibility and a meeting with the Athletic or Activity Director will be required in order to discuss steps needed for reinstatement.

C. Intervention Steps:

**1<sup>st</sup> Offense** – The student will be suspended from all practices and competition or performances for a minimum of 10% up to 35% of the season or of performances. The student and parent(s)/guardian(s) must confer with the Athletic or Activity Director and/or the SAP Coordinator. Students must take the **BASICS** class and agree to non-random drug testing (paid for by the student), scheduled by the SAP coordinator, in order to practice and regain eligibility. Community service may be required as part of the intervention in order to regain eligibility.

**2<sup>nd</sup> Offense** – The student will be suspended from all competition or for a minimum of 40% up to a maximum of 60% of the competitions or performances. The student and parent(s)/guardian(s) must confer with the Athletic or Activity Director and/or SAP Coordinator. In order to practice and regain eligibility, the student must:

1. Must have a drug assessment from an alcohol and other drug counselor (CADC) licensed by the state of Illinois for a drug/alcohol assessment and follow any recommendations of the counselor. Any costs of this assessment will be the responsibility of the student. The parents will also need to sign a waiver allowing the Athletic or Activity Director and/or the SAP Coordinator to discuss the student's assessment with the counselor.
2. Follow an individually developed program (which could include non-random drug testing scheduled by the SAP Coordinator, paid for by the student), approved by the Athletic or Activity Director and/or the SAP Coordinator and signed by the student and parent(s)/guardian.

**3<sup>rd</sup> Offense** – The student shall be ineligible from all competitive athletic/activity programs a minimum period of 365 days. At the end of the 365 days the student may request a hearing from a committee composed of the Principal and Two Head Coaches, where he/she can request to begin to participate in co-curricular programs again. If the committee believes the student has made sufficient progress in terms of changing the behavior(s) that caused the suspension from co-curricular activities, it may reinstate the student.

D. General

1. Any student who is found to have violated Standard III will be required to submit to random drug testing for up to one year when requested by the Athletic or Activity Director

or the SAP Coordinator. Failure to comply will result in the loss of athletic eligibility and a meeting with the Athletic or Activity Director will be required in order to discuss steps needed for reinstatement.

2. Any expenses resulting from interventions related to the extracurricular code will be the family's responsibility.
3. Failure to complete any recommendations will result in the reinstatement of the reduced suspension.
4. Any students found guilty of distributing or trafficking items listed above will serve a minimum suspension of 50% of the season up to a possible permanent ban from all extracurricular events as determined by the Athletic or Activity Director.
5. Nothing contained in this extracurricular code shall prohibit or limit the application of the District's regular student disciplinary rules and regulations and are considered an addition to all other rules and regulations governing student conduct and discipline.

E. Voluntary Admission

To be considered a voluntary admission, a student must come to the Athletic or Activity Director or the SAP Coordinator to turn themselves in for a violation of the extracurricular code of conduct, school rules or school policies.

1. Admission must occur prior to any school personnel or police department/officer being aware of or becoming aware of the incident. A student cannot admit an incident for avoidance of a consequence and specifically may not admit to drug use upon receipt of notification for drug testing.
2. Voluntary admission may be used before a first or second violation but may be used only one time in the student's entire high school career.
3. Admission before a first violation will result in no suspension and admission before a second violation will result in 35% suspension with no chance for reduction.
4. The student and his/her parent(s)/guardian will be required to schedule an appointment with the SAP Coordinator and adhere to the recommendations made by the Coordinator.

F. Due Process

1. The student and/or his/her parent(s)/guardian(s) will be advised by the Athletic or Activity Director and/or the SAP Coordinator of the concerns as the result of the student violation.
2. The student and his/her parent(s)/guardian(s) will be given the opportunity to discuss the situation with the Athletic or Activity Director.
3. The student and his/her parent(s)/guardian(s) will be advised by the Athletic or Activity Director and/or the SAP Coordinator of any disciplinary action to be taken as a result of the violation.
4. The student and his/her parent(s)/guardian(s) will be provided the opportunity to appeal the violation charge, not the consequence, to the Extracurricular Review Board (two building administrators and one varsity head coach or sponsor) within three (3) school days. Upon notification of appeal, the Review Board will review the appeal within five (5) school days and the results communicated to the parents(s)/guardian.
5. The student will remain suspended from competition or performances during the appeal process.

#### **IV. POSITION ON HAZING AND/OR INAPPROPRIATE INITIATION ACTIVITY**

Hazing and inappropriate initiation activities are not consistent with the District's mission and character education goals. As such, all forms of hazing and inappropriate initiation activity are prohibited.

District #117 defines hazing and inappropriate initiation activity to be any act whether physical, mental, emotional or psychological which subject a student who is joining or affiliating with a student organization to any situation or expectation that may potentially abuse, mistreat, degrade, humiliate, harass, harm, intimidate a student, denigrate either an individual or another group or compromise a student's inherent dignity as a person. The District's definition of hazing and inappropriate initiation activity also includes actions such as those described in the previous sentence which are directed toward any student even though the student may not be joining or affiliating with a student organization. For example, the District considers hazing and inappropriate initiation activity to include a situation in which an older student subjects a younger student to rites of initiation. The fact that a student participates voluntarily in a hazing or inappropriate initiation activity does not alter the District's prohibition of such conduct.

District #117 staff members do not believe students are ameliorated as a result of being humiliated or degraded. Our staff realizes that school and team unity is developed in our classrooms, hallways, practice areas and athletic fields with a shared commitment to excellence.

Upon receipt of either a complaint or report of hazing or inappropriate initiation activity, the student's school shall conduct an investigation. Upon completion of the investigation, the school shall take appropriate action. Such action will be designed to deter future violations and appropriately discipline students who have engaged in prohibited behavior. Disciplinary action may include consequences for individual students (e.g., suspension/expulsion/criminal prosecution) and/or sanctions/suspensions being imposed on a team, squad, or student organization. Such responsive actions shall be consistent with the requirement and expectations of school district policies and regulations.

## **V. EXPECTATIONS AND ELIGIBILITY REQUIREMENTS**

### **Definition of Suspension from Athletic/Extracurricular Activities**

Suspension percentages are based on a full athletic or activity season and suspensions may carry over from one season to the next as necessary. If a student was not cleared to participate in a contest due to injury or academic ineligibility, a student's suspension from contests will not begin until the athlete has been cleared. If a student is injured subsequent to a suspension from athletic contests, the suspension will remain the same regardless of when the student is cleared to participate. Academic ineligibility that occurs after a student is suspended from contests will result in the athlete to not be able to count any contest towards their athletic suspension, until the student has been cleared academically. During a suspension a student must attend all practices, unless prohibited by school or extracurricular code violations, be with the team or performance group during competition and performances, but may not participate in competition or performances. Suspended students may not wear the team's game uniform or parts of the game uniform during the time of suspension. This includes the wearing of football jerseys, team sweaters, etc., during school, after school, or at the contest. Pre-season competitions are not considered scheduled athletic events and do not count as part of the season. Therefore, they are not considered part of any suspension.

*If a student's suspension either carries over to or involves a new sports season, the student must finish that season in good standing for any part of the suspension associated with that season to count towards his/her ineligibility.*

## **II. Attendance at Practice and Contests**

- A. It is the responsibility of the students to attend all practices, contests, performance, games. The only exceptions will be illness, emergencies, or prearranged absence. In all cases, except in the case of emergency, the coach/sponsor should be consulted and/or notified before the practice, contest, performance or game is missed. It is also the student's responsibility to be on time for all activities. Exceptions to this rule, such as academic tutoring, should be prearranged with the coach/sponsor.

## **III. School Rules for Extracurricular Participants**

- A. In order to practice or participate in an extracurricular activity, the student must be in school four (4) periods of the day in order to practice or participate in competition or performances. No student will be eligible to participate in after-school extra-curricular activities if s/he leaves school before the end of his/her scheduled classes for that day regardless of how many periods he/she attended. If a pattern of morning absences becomes evident, a student risks losing extra-curricular privileges. This decision will be made after a conference with the Athletic or Activity Director in consultation with the parent(s)/guardian(s). This rule may be waived if special arrangements have been made with the Athletic or Activity Director (e.g., college visitation, emergency etc.). The coach/sponsor should be consulted and/or notified in these cases.
- B. Students absent for 5 consecutive days or more because of illness must be cleared through the school nurse upon return.
- C. Students who are injured must be released to participate by the family physician and parent or guardian prior to return.
- D. Students are expected to ride the bus (or other school transportation) to and from and extracurricular activity. Students are not permitted to drive to extracurricular activities. When it is more practical, or necessary, students may leave an activity with their parents. In this case, the parent(s) is expected to inform the coach/sponsor personally or via a handwritten note stating their intentions. This provision only applies to a parent and their child. Any other special considerations must be cleared in advance with the Athletic or Activity Director.
- E. Limitations upon participation:
  1. Rules of IHSA, or other applicable governing body, must be followed.

2. No participant in the athletic program may be a member of two squads at the same time without the approval of the Athletic Director.
  3. If there is an overlap in schedule or activity, the activity the student started first shall have priority. In case of an overlap, the student may not start the second activity until completion of the first unless approved by the Athletic or Activity Director.
  4. If a student or participant quits an activity, that s/he may not join another activity without permission of both coaches/sponsors.
  5. A student who does not participate in physical education class may not practice or participate in a competition or performance on that same day without the approval of the Athletic or Activity Director.
  6. After the start of a sport season, students may not participate on an outside team in the same sport until the end of the season.
- F. A student may participate on a team outside of the school's sports season, but may only attend practices within two weeks of the first contest or any subsequent contests and must cease participation in any outside school team/club/activity of a sport they are participating in at their school within 5 days of the school team beginning their season or the day before the school's first interscholastic competition, whichever comes first. Failure to do so will result in the student becoming ineligible for the remainder of the school's sport season and the school forfeiting any contests that the student participated in. Students may try-out for a non-school team, as long as the try-out is only evaluative. During the school year, students may not attend clinics or camps where more than two students from the same District #117 school are in attendance.
- G. All students who participate on District #117 teams will pay a participation fee of \$150 per season with an individual cap of \$300 and a family cap of \$450 for the school year. Students are responsible for this fee once the first contest of the season they are participating in has been contested. Students with free and reduced lunches may have this fee waived. Other unique circumstances may also apply (i.e. loss of a job, etc.).

#### **IV. Lines of Communication**

There are times that concerns may arise during the course of a season that a student/athlete and/or parent might want to discuss. In order to most effectively handle these situations, we ask that the following lines of communication be followed:

1. Parent to level/head coach
2. Parent to athletic director
3. Parent to principal

#### **V. Notification of Risk**

Athletes and their parent(s)/guardian(s) are to be aware that extracurricular participation may have inherent dangers and risks. Even though participation in competition/activities and practice is within the rules of the sport/activity and the student is following the instruction of the sponsor/coach, a catastrophic injury may occur. These injuries may include, but are not limited to, death, or serious head, neck or spinal injuries that may result in complete or partial paralysis or brain damage. Serious injury to any of the internal organs, bones, ligaments, muscles, tendons or other parts of the muscular-skeletal system are possible. The injuries that occur may affect the future ability of the student to participate in athletic and recreational activities, earn a living, or engage in other business and social activities. To attempt to avoid the possibility of injury, the student should follow the sponsor's instructions regarding activity rules, techniques, training, and team rules at all times and participate within the rules of the activity.

#### **VI. IHSA Steroid Testing Policy**

Any student-athlete who ingests or otherwise uses substance from the association's banned drug classes, without written permission by a licensed physician, to treat a medical condition, violates IHSA By-law 2.170 and its subsections, and is subject to IHSA penalties, including ineligibility from competitions. The IHSA will test certain randomly selected individuals and teams that participate in state series competitions for banned substances. The results of all tests shall be considered confidential and shall only be disclosed to the student, his or her parents, and his or her school.

#### **VII. Insurance**

District #117 requires each student/athlete to be covered by accident insurance. The signature of the parent/guardian on the athletic clearance form (attached) certifies that, along with permission for the student to participate, that the parent/guardian accepts the responsibility of maintaining an insurance program to

cover the student in the event of injury, that participation in the District #117 sports program is entirely voluntary, and acknowledges understanding that there are risks of injury as a result of participation. By granting permission for the student to participate in this program, the parent/guardian is agreeing to accept responsibility for the risks, and agrees to release and hold harmless the student's school, the School District, and their employees and agents from any claims, demands, or causes of action arising from the child participating in the extracurricular program. School accident insurance can be purchased through the school at a nominal fee.

### **VIII. Eligibility Requirements**

- A. All students who participate in any school sponsored or school supported extracurricular activity must maintain a minimum of a C- (1.5) or better grade point average and be passing four classes during the semester(s) in which the school sponsored, school supported athletic or extracurricular takes place.
- B. Any student who fails to meet the minimum requirements established in Section III A shall be suspended from further participation in any school sponsored, school supported athletic or extracurricular activity until such requirement is met. However, a student may continue to practice during the time he/she is suspended from participation.
- C. All students who participate in any school sponsored, school supported athletic or extracurricular activity shall, in addition to the requirement set forth in Section III A of this policy, satisfy all scholastic requirements of the Illinois High School Association, including passing four (4) academic courses weekly. If a student does not pass four (4) academic classes in a semester, then s/he will be ineligible for the next semester. If a student fails a class or classes in the spring semester, s/he may make-up the class in summer school and, if successful, be eligible for a fall activity.
- D. Extracurricular eligibility runs from 8:00 a.m. Monday until 8:00 a.m. on the following Monday. If a student's cumulative grade is D or F in a class, the teacher will notify the Athletic or Activity Director's office by 12:00 Noon on Friday. If a student is not passing four (4) academic classes on a given Friday, and maintaining a C- semester GPA, he/she will be ineligible for competition/participation the following Monday through Monday. Once the student sits out one week, they regain eligibility the day they meet eligibility requirements. It is the student's responsibility to get written verification from the teacher once he/she is passing the class.

***Once we have the ability to include students' g.p.a. using our weekly eligibility report, Letter A will be changed to read:*** All students who participate in any school sponsored or school supported extracurricular activity must maintain a minimum of a C (2.0) or better grade point average and be passing four classes during the semester(s) in which the school sponsored, school supported athletic or extracurricular takes place. Students who fall in the range of a 1.5-2.0 grade point average will be allowed to go through a three week probationary process that will involve the student, teachers, coach and parent/guardian, where he/she will remain eligible while working to improve his/her grade point average. A student will only be allowed to go through this probationary period once a semester. If during this probationary period the student fails to maintain at least a 1.5 grade point average and/or pass four classes, he/she will become ineligible.

**Competitive, Extracurricular Athletics and Activities – Clearance Form**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Address: \_\_\_\_\_ Home Telephone # \_\_\_\_\_  
City: \_\_\_\_\_ Grade Level: \_\_\_\_\_

***Emergency Contact – Parent or Legal Guardian***

First Contact: \_\_\_\_\_ Home Telephone # \_\_\_\_\_  
Relationship: \_\_\_\_\_ Work Telephone # \_\_\_\_\_  
Cell Phone # \_\_\_\_\_  
Second Contact: \_\_\_\_\_ Home Telephone # \_\_\_\_\_  
Relationship: \_\_\_\_\_ Work Telephone # \_\_\_\_\_  
Cell Phone # \_\_\_\_\_  
Medical Insurance Carrier: \_\_\_\_\_ Group/Plan # \_\_\_\_\_

Are school immunizations current (tetanus, Pertussis, Polio) Yes \_\_\_\_\_ No \_\_\_\_\_

Is the student taking any prescribed medications? Yes \_\_\_\_\_ No \_\_\_\_\_

If YES, list medications and brief instructions for administration below.

Please list allergies and other medical problems (potential or actual) below.

By my signature below:

1. I acknowledge that my child is subject to the prohibitions and expectations provided in this extracurricular code year-round.
2. I acknowledge receipt of the *Community High School District #117 Code and Eligibility Requirements for Competitive, Extracurricular Athletics and Activities* and further acknowledge that I understand that my child, as a competitive, extracurricular participant is subject to mandatory and random drug testing as described herein and by Board Policy # 740.021.
3. I grant permission, in the case of emergency rising out of serious illness or injury, to transport my son/daughter to a medical facility, if necessary, and to provide necessary treatment. I understand that an attempt will be made by a school office and/or attending physician to contact me or my spouse in the most expeditious manner. If said physician is not able to communicate with me or my spouse, permission is hereby granted to the attending physician to proceed with necessary medical or surgical treatment in the best interest of the health of my son/daughter, and, if necessary, to admit him/her to a medical facility. Permission is also granted to the Athletic Trainer, in the absence of a physician, to provide necessary first aid until such time as a physician is present.
4. I grant permission to allow school officials to release and/or verify the school physical on file at Community High School District #117.
5. I grant permission for my child to participate in the extracurricular program at Community High School District #117 and certify that s/he is covered by an accident insurance policy.
6. We consent to random testing in accordance with the IHSA's steroid testing policy. We understand that, if the student or the student's team participates in state series competitions, the student may be subject to testing for banned substances. We also understand that no student-athlete may participate in IHSA state series competitions unless we (the undersigned parent/guardian and student) consent to the random testing).

\_\_\_\_\_  
Signature of Parent/Guardian                      Date

\_\_\_\_\_  
Signature of Participant                      Date