

# Waterford High School



## 2014-2015 Activities Eligibility Packet

### CO-CURRICULAR CODE OF CONDUCT / ASSUMPTION OF RISK / DRUG, ALCOHOL, & STEROID BAN / INSURANCE / PHYSICAL

#### STUDENTS:

Your participation in high school activities is dependent on your eligibility. PROTECT that eligibility by reviewing with your parent(s)/guardian(s) this summary of the WUSD Co-Curricular Code of Conduct. Co-curricular programs contribute to the educational, emotional and social development of students. Since students are not required to participate in co-curricular programs the choice to participate in these programs is a privilege and students are required to follow the Code of Conduct to remain eligible to participate. Co-curricular activities include student body office, athletics, cheerleading, FFA, band, drama, clubs, and any other activities that are outside the regular school day and not a requirement of a course of instruction. Students who choose to participate in co-curricular activities are expected to conduct themselves in a manner that reflects the values of the school and community they represent. In addition to the behavioral standards and disciplinary consequences applicable to all students in the District, each student desiring to participate in a co-curricular activity must comply with the District's co-curricular Code of Conduct.

PURPOSE OF INTERSCHOLASTIC ATHLETICS AND CO-CURRICULAR ACTIVITIES is to give students the opportunity to:

- o Develop organizational skills to balance athletics/co-curricular activities and academics
- o Learn new skills and improve existing ones.
- o Experience commitment and dedication to school, co-curricular activities and academics
- o Develop physical vigor and desirable habits in health and safety
- o Learn what it takes to be a good teammate
- o Develop new friendships
- o Observe and exemplify good sportsmanship
- o Demonstrate truthfulness
- o Be dependable in fulfilling obligations and commitments
- o Accept responsibility for consequences of actions and not make excuses or blame others
- o Strive to excel
- o Persevere, give 100% effort and not give up in the face of setbacks
- o Control anger and frustration and refrain from displays of temper and bad language
- o Accept losing and winning graciously; to congratulate opponents, not sulk, or display other negative behaviors
- o Realize that athletic competition and co-curricular participation carries with it certain responsibilities
- o Learn that a violation of the Code has a consequence – and this same sequence occurs throughout endeavors in life

I understand that once I sign the eligibility statement all eligibility rules will apply. These expectations will apply 24 hours a day, 7 days a week, 365 day a year – from his/her date of enrollment through date of graduation.

➔ **Student initials**

#### PARENTS:

The reason for developing the districts Code of Conduct is not to punish those who break the rules. The Code of Conduct sets behavioral standards to assist youth in making good decisions. It also sets the clear and consistent boundaries for your son/daughters participation in co-curricular activities and athletics.

REVIEW the following rules with your student. Your emphasis on the value of following these rules cannot be overstated.

#### CHECKLIST FOR STUDENTS ELIGIBILITY:

**If you cannot check all items, see your Athletic Director or Principal.**

- o Making adequate academic progress toward graduation
- o Will not have turned 19 years old prior to June 15 before the start of their senior year.
- o Physical exam on record prior to the start of the season
- o Will be in attendance all periods of the day, unless at a medical appointment, or, having prior administrative approval.
- o Have not transferred from another school within the past year
- o Will not compete in non-school athletic events in my sport after reporting for the school team
- o Will not use, possess, sell or distribute tobacco products;
- o Will not use, possess, sell, distribute or be under the influence of alcoholic beverages, illegal drugs or performance enhancing substances (e.g. steroids), whether legal or illegal, look-alike drugs, or drug paraphernalia on school grounds, off school grounds, whether during sport season or out of sport season;

- Will not host or remain present at events, activities or locations where **illegal** distribution of alcohol, drugs or another performance-enhancing substance are present or used.
- Will not use, possess, or distribute firearms, weapons or explosive devices on school grounds or at school events;
- Will not engage in threatening, hazing activities, bullying, vandalism, harassment, or other personal misconduct, including, but not limited to, witness intimidation or harassment and conduct that involves police or court action.
- Students will not engage in cyber-bullying, participate in sending or creating inappropriate cyber images or be seen in an inappropriate cyber image.
- Every participant and his/her parent/guardian will be apprised of the co-curricular Code of Conduct in the required Waterford Committed presentation conducted at the beginning of each sports or activity season. Every athlete and participant of a co-curricular activity is **required to attend** the Waterford Committed presentation with at least one parent/guardian.
- Any student failing to return or pay for lost or damaged co-curricular equipment (uniforms, etc.) will be suspended from future participation until restitution is made.
- School principals will direct the development and implementation of any needed school regulations and/or forms to implement this procedure.
- I agree to full cooperate in any investigation honestly and truthfully.

\*For purposes of this section, “possess” shall be defined as having in one’s possession or control, e.g. on one’s person or in one’s physical control, or to have in one’s presence, property, or close proximity to be used in an **illegal activity**.

**Parent Responsibility**

Parent and guardians are essential partners in maintaining a safe, educational and enjoyable experience for students. When present at the District’s events, including athletic games, practices, and co-curricular activities, they are expected to model the kind of citizenship and sportsmanship that is expected and required of students. The following are among the District’s expectations for the parents of student athletes and co-curricular participants.

**Parents/guardians:**

- Have **knowledge, understanding and agreement** about the Rules and Conduct/Standards, included in this document.
- Know the consequences for violations of those Rules and Conduct/Standards, and will assist in their enforcement.
- Are supportive and encourage their children to demonstrate appropriate behavior while representing the District as student athletes and co-curricular participants.
- Hold their children accountable for their actions and guide them in making proper decisions regarding drugs, alcohol and tobacco.
- Hold their children accountable for their behaviors towards others ensuring that their student does not bully or harass others and that their student is not a bystander to this behavior.
- Are knowledgeable about individual team rules and expectations and address concerns regarding their children’s program to the coach/staff.
- Are knowledgeable spectators, knowing the rules of the game and serving as role models for sportsmanship. They cheer our successes, and show understanding in the wake of defeat. They encourage the efforts of their children’s teams, and they respect the efforts of the opposing teams.
- Adhere to state laws that prohibit smoking on school grounds or in school buildings.
- Bring their concerns to the attention of the appropriate coach (es), including concerns about the mental and physical treatment of their children, ways to help their children improve, and their children’s behavior. They schedule meetings with coaches in order that their concerns may be discussed at appropriate times and places.
- Demonstrate a respect for the privacy of all student athletes and co-curricular participants, and an understanding of the coaches’ responsibilities to all students, by refraining from speaking with coaches about such issues as playing time, athletic ability, and team strategy, insofar as those subjects relate to students other than their own child.

 **Parent initials**

**INFORMED CONSENT:**

By its nature, participation in interscholastic athletics and co-curricular activities includes risk of injury and transmission of infectious diseases such as HIV, Hepatitis B, herpes and others. Although serious injuries are not common and the risk of HIV transmission is also nonexistent in supervised school athletic programs, it is impossible to eliminate risk. Participants have the responsibility to help reduce that risk. Participants must obey all safety rules, report all physical and hygiene problems to their coaches/staff, follow proper conditioning programs, and inspect their own equipment daily.

**CODE VIOLATIONS:**

Students will comply with all state, local laws and education code as well as all school district policies and regulations. Students are required to comply with all Education Codes 24 hours a day, seven days a week in order to remain eligible for participation. Any student who chooses to participate in co-curricular activities and who violates the Code of Conduct in any way may experience disciplinary consequences. Disciplinary consequences for violations of the Code of Conduct for suspension related offenses are as follows:

For violation of Education Code 48900 (a-t):

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person  
(2) Willfully used force or violence upon the person of another, except in self-defense
- (b) Possessed, sold or otherwise furnished a dangerous object
- (c) Unlawfully possessed, used, sold or furnished alcohol or controlled substance
- (d) Offered, arranged or negotiated the sale of a controlled substance
- (e) Committed or attempted to commit robbery or extortion
- (f) Caused or attempted to cause damage to school property or private property
- (g) Stole or attempted to steal school property or private property
- (h) Possessed or used tobacco, products containing tobacco or nicotine products
- (i) Profanity or vulgarity
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia
- (k) Disrupted school activities or defiance of school authority
- (l) Possession of stolen school property or private property
- (m) Possessed an imitation firearm
- (n) Sexual assault
- (o) Witness intimidation or harassment
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma
- (q) Hazing
- (r) Engaged in an act of bullying
- (s) As used in this section, "school property" includes, but is not limited to, school grounds, going to or coming from school, during school-sponsored activity, electronic files and databases
- (t) Aiding and/or abets, the infliction of physical injury to another person

\*More specific explanations of these codes can be found on the following website: [www.leginfo.ca.gov](http://www.leginfo.ca.gov)

In addition to the disciplinary actions and consequences assigned by the school administrators, students involved in co-curricular activities are also subject to the following:

**First Step:** Automatic suspension from co-curricular participation for no less than 20% of that competitive season's scheduled contests or co-curricular performances/events (whichever is greater) from the first date of disciplinary action. The student is required to attend all meetings, sessions and practices and must participate in every group/team activity, but may not compete or perform.

**Second Step:** Automatic suspension from co-curricular participation for no less than 50% of that competitive season's scheduled contests or co-curricular performances/events (whichever is greater) from the first date of disciplinary action. The student is required to attend all meetings, sessions and practices and must participate in every group/team activity, but may not compete or perform.

**Third Step:** Automatic suspension from co-curricular participation for the duration of the school year. The student will be placed on probation for the following year and a subsequent violation while on probation will result in the student being denied further co-curricular participation for the remainder of the school year.

- **Students that provide a place or location for committing an illegal act will automatically move to the Second Step above.**
- **Students who self report their own code infraction will have the opportunity to receive a lesser penalty and/or reduced suspension.**
- **Team Captains/Committed Leaders who violate any of the violations above will automatically move to the Second Step above.**

➡ **Parent initials**

➡ **Student initials**

### ***Bullying and Harassment Policy***

Waterford Unified School District believes that all students have a right to a safe and healthy environment. The district, schools, and community have an obligation to promote mutual respect, tolerance, and acceptance.

Students will not engage in cyber-bullying, participate in sending or creating inappropriate cyber images or be seen in an inappropriate cyber image.

Waterford Unified School District will not tolerate behavior that infringes on the safety of any student. A student shall not intimidate or harass another student through words or actions. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation. This includes cyber-bullying, threatening or harassing another student through any social networking site or electronic media device (i.e., texting, sexting, cyber imaging).

Waterford Unified School District expects students and/or staff to immediately report incidents of bullying to the principal or designee.

**FELONY VIOLATIONS:**

Commission of any felony criminal offense or any juvenile offense that would be a felony if the student were an adult. This section is also applicable 24 hours per day, seven days a week.

**First Step:** Suspension from co-curricular participation for no less than 40 days of school from the first date of disciplinary action.

**Second Step:** Suspension from co-curricular participation for the duration of the school year. The student will be placed on probation for the following year, and a subsequent violation while on probation will cause the student to be denied further co-curricular participation for the remainder of the school year.

➡ Parent initials

➡ Student initials

**DUE PROCESS REVIEW:**

- Students suspended for co-curricular activities will be notified in writing by the principal or his/her designee of the suspension and the basis thereof, as soon as practical after the school official becomes aware of the basis for the suspension.
- Student and parent may contact the Principal or designee to appeal the suspension from co-curricular activities within 5 school days of the suspension notice and be entitled to a conference with the Principal or designee within 5 school days of requesting the appeal.
- If the student and parent are not satisfied with the results of the conference referred to in paragraph above, they may have the decision reviewed by the superintendent or designee by requesting **an appeal** within five (5) school days of receiving the notification of the decision referred to in paragraph B above. The superintendent or designee will have 10 school days to review the case and meet with the parent and student and make a decision.
- If the student and parent are not satisfied with the decision of the superintendent/designee, they may appeal the decision to the school board. The school board may choose not to consider the appeal in which case the decision of the Superintendent is final. The school board may choose to consider the appeal, in which case the appeal will be scheduled during the closed session of a regularly scheduled board meeting. The request for the appeal must be made no less than 10 days before the next scheduled board meeting, or it will be held over to the next meeting. The decision of the board shall be final.
- During the appeal process as noted above, the suspension from co-curricular activities remains in effect pending the outcome of the appeal.
- The process provided for herein is intended to be informed in nature and shall in no way be intended to confer a right to appeal or hearing, other than as specifically provided for herein.

**AGREEMENT FOR COMPLETE DRUG AND ALCOHOL BAN:**

- Student athletes and participants in co-curricular activities are expected to never use, possess, sell or be in the presence of and location of illegal alcohol or drugs as defined in Education Code 48900 at any time (24 hours a day, seven days a week, 365 days per year).
- This expectation is in effect at school or away from school.
- Additionally, athletes and co-curricular participants may not host or remain present at events, activities, or locations where illegal distribution of alcohol, drugs, or other controlled substances are present and/or being used.
- If a student attends a party/gathering where alcohol or drugs are being consumed and/or illegally dispensed, the student must leave the party/gathering immediately – and take as many of your teammates with you as possible.
- The student must report their attendance to a coach or school administrator before the end of the next school day.
- Because possession and use of alcohol or drugs by youth is against the law, it is our intent to prevent any student from being in an environment which greatly increases the risk of danger and negative behaviors.

Violations verified by a school or district employee and/or a law enforcement officer will require the disciplinary consequences described below:

**First Offense:** Automatic suspension from co-curricular participation for no less than 20% of competitive scheduled contests or co-curricular performances/events from the first date of disciplinary action. The student is still required to attend all meetings, sessions and practices and must participate in every group/team activity, but may not compete or perform. As a pivotal part of the consequences for a drug and alcohol violation, the student shall be required to participate in an alcohol/drug screening and education program. The screening and education is a part of the process that may lead to resumption of participation in the activity.

**If the offense occurs at the end of the season, the penalty carries over to the next season sport or activity until the full disciplinary consequence is fulfilled. If the school year ends during the First Offense disciplinary period, it will resume at the beginning of the new year's sport or activity. Any subsequent violations will move to the Second Offense.**

**Second Offense:** Automatic suspension from co-curricular participation for no less than 50% of competitive scheduled contests or co-curricular performances/events (whichever is greater) from the first date of disciplinary action. The student is required to attend all meetings, sessions and practices and must participate in every group/team activity, but not compete or perform. As a pivotal part of the consequences for a drug and alcohol violation, the student shall be required

to participate in an alcohol/drug screening and education program. The screening and education is a part of the process that may lead to resumption of participation in the activity.

**Third Offense:** Automatic suspension from co-curricular participation for the duration of the school year. The student will be placed on probation for the following year and a subsequent violation while on probation will result in the student being denied further co-curricular participation for the remainder of the school year.

**BAN ON USE OF ANDROGENIC/ANABOLIC STEROIDS:**

Student athletes, participants in co-curricular activities and their parents, legal guardians/caregivers agree that the student shall not use androgenic/anabolic steroids without the written prescription of a fully licensed physician (as recognized by the AMA) to treat a medical condition. Student athletes and their parents, legal guardians/caregivers also recognize that under CIF bylaw 200.D, there could be penalties for false or fraudulent information. Student athletes and their parents, legal guardians/caregivers also understand that District policy regarding the use of illegal drugs will be enforced for any violations of these rules.

**ACKNOWLEDGMENT AND ASSUMPTION OF POTENTIAL RISK:**

- I understand and acknowledge that the activities of athletic teams, by their very nature, pose the potential risk of serious injury/illness to individuals who participation in such activities.
- I understand and acknowledge that some of the injuries/illnesses which may result from participating in activities include, but are not limited to, the following: Sprains/strains; fractured bones; unconsciousness; head and/or neck injuries; paralysis; loss of eyesight; communicable diseases; death.
- I understand and acknowledge that participation in these activities is completely voluntary and as such is not required by the district for course credit or for completion of graduation requirements.
- I understand and acknowledge that in order to participate in these activities, I and my son/daughter agree to assume liability and responsibility for any and all potential risks which may be associated with participation in these activities.
- I understand, acknowledge, and agree that the District, its employees, officers, agents, or volunteers, shall not be liable for any injury/illness suffered by my son/daughter which is incident to and/or associated with preparing for and/or participating in this activity.
- I acknowledge that I have carefully read this PARTICIPATION AGREEMENT FOR CIF VOLUNTARY ACTIVITIES and that I understand and agree to its terms.

➡ Parent initials

➡ Student initials

**INSURANCE COVERAGE:**

California law (Education Code Sections 32220-21) requires every member of any interscholastic athletic team, as well as those associated directly with any interscholastic athletic event, including cheerleaders, team mascots, band members, team managers, etc., to possess accidental bodily injury insurance providing at least \$1500 of scheduled medical and hospital benefits. Students are not to engage in interscholastic athletic practice, games or associated activities until the pertinent parts of this certificate have been completed and filed with the assistant principal of their school. Please specify below the required insurance coverage that you have provided for your son/daughter/ward.

Parent Name: \_\_\_\_\_ Student Name: \_\_\_\_\_

Policy Number: \_\_\_\_\_

*\*Please check with your insurance agent to be sure your plan includes tackle football if your child intends to participate in that sport.*

I have read and understand the WUSD Student Code of Conduct for co-curricular activities and recognize that a violation of Waterford Unified School District Administrative Procedure will result in the consequences as stated.

By signing this document I \_\_\_\_\_ (parent/guardian), indicate that I have **knowledge, understanding and agreement** to these standards set forth, in order for \_\_\_\_\_ (my son/daughter) to be afforded the privilege of representing \_\_\_\_\_ High School as a student. I am also aware that any violation on the part of my child, to any of these standards, shall result in consequences contained within this policy.

**PARENT AND STUDENT MUST SIGN AND RETURN TO SCHOOL** prior to co-curricular participation.

➡ Signature of Parent or Guardian

Date

➡ Signature of Student

Date

## SUMMARY OF THE WATERFORD UNIFIED SCHOOL DISTRICT

### CODE OF CONDUCT

The Waterford Unified School District Board of Education has adopted the code of conduct for students and all those who participate in co-curricular activities. This code of conduct models behavior that is safe, orderly, respectful, trustworthy and civil. Copies of the full text of these codes of conduct are given to all students and are available upon request to parents. Please review with your child or children.

These codes of conduct provide legal definitions as required by California. The student code of conduct explains in detail the behavioral expectations of the school community for its students. It provides a list of students' rights and responsibilities and describes the procedures that are available to students who are accused of violating the code of conduct. The Code of Conduct also describes the range of permissible school responses to any student violation.

#### **Students Rights**

Students are entitled to: pursue their education in an atmosphere that is safe and conducive to learning - free from bullying, intimidation and any form of harassment or threats; a course of study that responds to their educational needs; respect from all members of the school community; procedural due process provided by law; freedom of speech and expression that does not disrupt the educational process or infringe upon the rights of others; freedom from discrimination; a clear description of the rules that apply to them in school; and freedom from unreasonable search and seizure. Students with special needs are entitled to have their educational needs and behavior evaluated on the basis of those needs.

#### **Student Responsibilities**

Student responsibilities include: demonstrating self-respect and respect for others; working to achieve their full potential; following school rules and the directions of school staff, faculty and administration; fulfilling all educational assignments and obligations; demonstrating respect for school property and for the property of others; modeling good conduct; presenting themselves in clothing that is safe and suitable for school activities and does not disrupt the education process; financial responsibility for books, tools, computers, locks and any other school property or equipment provided to them. In addition, all students are required to attend one of the annual Athlete Committed Meetings offered at the start of each athletic season (fall, winter and spring).

#### **Prohibited Behavior**

The behavior prohibited by the student code of conduct includes: disorderly conduct; insubordination; truancy; violent or threatening behavior; possession or use of alcohol or illegal substances; in the presence of alcohol or illegal substances; possession of drug paraphernalia; possession or use of a weapon or dangerous object; destruction of property; theft of school or private property; harassment or bullying of other students; use of tobacco products.

#### **Academic Eligibility**

In order to remain eligible for co-curricular activities students must maintain a minimum 2.0 GPA. Additionally, they must have earned a minimum of 20 credits in the preceding semester. Students that earn additional credit during the semester through the Independent Study Program (credit recovery) will become immediately eligible once both the above conditions are met.

#### **Reporting Violations**

All members of the school community have a duty to report activity that threatens students' safety. Anyone observing or hearing of a person possessing a weapon, alcohol, or illegal substance shall report this information to a teacher or administrator immediately, without exception. All other violations should be reported to a teacher or administrator as soon as possible.

#### **School Response to Violations**

There is a wide range of school responses that are permitted when students violate the code of conduct. These range from verbal warnings to detention, Saturday School, suspension, and expulsion. In all cases where a student is accused of a violation of the code of conduct, she/he is entitled to notice of the violation and an opportunity to explain. The code of conduct provides for teacher removal of a student from classrooms under certain circumstances. School district policy includes provisions for consideration of special needs students.

Any student who is determined to be a threat to the health and safety of students or staff may be removed from school pending completion of the discipline process. Bringing a weapon to school, committing a violent act, making threats to another, or possession or use of drugs or illegal substance can lead to immediate suspension and removal for up to one year. Any compulsory age student is entitled to an alternate form of instruction if they are removed or suspended from their instructional program.

### **Corporal Punishment**

Corporal punishment (use of physical force as discipline) is strictly prohibited. Reasonable physical force may be used by a staff member to restrain a student when that student presents a danger to self, others or property.

### **Searches**

School property may be searched at any time and for any reason by school officials; school lockers belong to the school and may be entered and searched by school officials without the student's consent or presence. Students and their property may be searched upon reasonable suspicion that contraband or a weapon is present.

### **Code of Conduct for All Individuals on School Property**

All of those who use or occupy school property or premises under the control of the school are expected to model safe, lawful, respectful and civil behavior. This includes parents, staff, members of the Board of Education and all visitors to school. Those in violation of the following code of conduct will be asked to leave school premises; or may be subject to action by law enforcement agencies. Employees of the school district may be subject to applicable employee disciplinary proceedings.

### **Crimes on School Property**

If there is reason to believe that a crime has been committed on school property or at a school sponsored function, law enforcement officials will be notified immediately.

### **Public Participation**

Members of the school community are invited to submit comments and questions about the code of conduct to the building principals and/or Superintendent.

### **Code of Conduct**

Copies of the Code of Conduct are available in the Waterford High School Office.