

# Procedure for Participation in Extra-Curricular Activities

The policy applies to any activity beyond the normal school day that is school sponsored or sanctioned by state and regional agencies. The list of activities covered by this policy includes, but is not limited to, soccer, basketball, cheering, baseball, softball, drama, and yearbook.

The Co-Curricular Policy JICI shall govern video club, math teams, intramurals, chorus, band and other activities that occur outside of class but during the school day.

## I. ELIGIBILITY

- A. At the beginning of the school year, all students will be eligible to participate in all extra-curricular activities.
- B. New students entering, other than the first quarter, will have their extra-curricular eligibility determined by the grades received during their most recently completed ranking period at the previous school.
- C. Students who receive a failing grade or more than one D on mid-quarter report or rank card will be placed on extra-curricular probation for ten consecutive school days. During the probation period the student may practice but may not participate in any game or major production. The student may attend home games and sit on the bench in proper street clothes but may not travel or participate in away games.
- D. After eight consecutive school days of probation the principal or designee will meet with teaching staff involved to obtain the student's current academic status. If all work is in as required by the teacher(s) and the report has no failing grades and less than 2 grades of D, the student will then be eligible for competition starting on the first day that classes meet after the ten day probationary period.

(Eligibility may also be lost under sections F to J of this policy.)

- E. All activities, season or year long, will follow the same procedures.
- F. Tobacco/Alcohol/Drug Abuse Policy and Procedure Manual Student Section" will apply to participants violating that policy.
  1. Students found be distributing in possession of , or using tobacco, alcohol and/or other illegal drugs will be ineligible for the remainder of the current sport season for sports, or the duration of the activity for other clubs or teams, including the 8<sup>th</sup> grade class trip. If the offense is committed in the period between sports seasons or other activities, eligibility for the next available activity will be lost.
  2. Students found in second violation of tobacco/alcohol/drug rules will be ineligible for any extra-curricular activity for the remainder of the school year.
- G. Any students who has received an out of school suspension for any reason will be ineligible for the remainder of that season Any student who has received an in-school suspension for any reason shall be ineligible until that suspension has been served.

H. AS per policy JICI and JIC Any student who receives an out of school or in-school suspension will be ineligible during the suspension period. Prior to re-admittance to the activity or athletic event a meeting must be held with the parent, student, Athletic Director, Coach and/or Principal.

## II. TEAM RULES AND POLICIES

A. When individuals become member of an extra-curricular activity, they must recognize the following responsibilities.

1. They are official representatives of the Helen S. Dunn School;
2. They represent their family, and their community;
3. They are expected to be leaders in promoting good citizenship and sportsmanship;
4. Their actions, in and out of school, build student respect and contribute to improve school spirit. This responsibility implies that proper respect be given to administration, teachers, coaches, officials, fellow teammates, fellow athletes, and the student body.
  - A. On game days, participants should be neat and clean. Students are to dress appropriately. Students not dressed appropriately will not be allowed to travel and/or participate in that activity for that day.
  - B. Vulgar language or inappropriate behavior will not be tolerated in connection with any school related activity.
  - C. Team managers shall be considered as squad members, and shall meet the same requirements as the participants.
  - D. Students may not participate in any practice or activity if they do not attend and participate all regular scheduled classes that day unless they have a written note of excuse form a doctor or other official source that is approved by the principal or athletic director. Participants must notify their coach or advisor before the practice/activity that they will be absent form. NOTE: As per Policy JICI Student must attend at least 3 hours of school on the day of the event or practice. Scheduled classes such as music, physical education, art, foreign language and guidance are included in the regular class schedule.
  - E. No school equipment or clothing will be worn except when participating in a given activity.
  - F. Equipment and clothing must be returned, clean and in good condition, subject to normal wear and tear, at the end of the season. Students who lose or damage school uniforms or equipment will be required to pay for those lost or damaged items. Cost of restitution is to be determined by the principal.
  - G. Individual coaches have the responsibility to take disciplinary action pertaining to any problem that may arise that has not already been mentioned.

### III. CRITERIA FOR PARTICIPATION

- A. Students participating in extra-curricular activities are expected to complete homework assignment, pass quizzes and test to the best of their ability, and participate positively in class. They are expected to make up homework assignments not done, and quizzes and test, for which they were absent and to do so in a timely fashion.
- B. When a parent, teacher, principal, guidance counselor, coach, or student becomes concerned regarding academic performance in relation to ability and effort, that person will request a meeting. If a majority of the people at this meeting agrees that the student is not working to his/her level of ability. If this does not occur, the student will be ineligible until the next quarter. The intent of this section is to encourage the student to take care of make-up responsibilities and to encourage communication among all parties concerned with the student's academic welfare.
- C. Except for the try-out period (not to exceed five days), students may not participate in practice or games until proof of a physical examination within the last two year has been received and a consent form has been signed by a parent/guardian.
- D. Students that assigned a detention for any reason must serve the detention first and then may participate in practice or games.
- E. In order for a student to participate in any extra-curricular activity, the student and his/her parent or guardian must read the "Rules Governing Participation in Extra-Curricular Activities" and "/Alcohol/Drug Abuse Policy and Procedure Manual-Student Section" then sign and return the consent form to the proper coach.
- F. Students are required to travel to all away events on school provided transportation unless otherwise approved in writing by the principal or athletic director. A request for such approval must be made by the parent/guardian 24 hours in advance of the bus departure. After the event has ended the parent/guardian must see the coach/advisor to inform him/her of this request. Parent/Guardians wishing to have their son/daughter travel home with someone else's parent must receive permission from the principal or athletic director in advance of bus departure.

### IV. AWARDS

- A. Certificate and participation school letter shall be awarded to each student that completes the extra-curricular activity for a full season.
- B. Any student unable to complete the season but participates on more than half of the season will receive a certificate only.
- C. Helen S. Dunn Activities Pins will be issued for any subsequent full athletic season of in which the student received a letter.

# Participation in Extra-Curricular Activities

The coach or advisor for each activity will determine successful compliance with the above criteria. A list of students who will be awarded certificates and pins will be given to the principal at the close of each activity.

## CONSENT FORM FOR PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

I have read the rules governing participation in extra-curricular activities.

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)

I have read the rules\* and I give permission for my child to participate in \_\_\_\_\_.

\_\_\_\_\_  
(Parent's Signature)

\_\_\_\_\_  
(Date)

\*If you have any questions regarding these rules for participation in extra-curricular activities, please contact the Athletic Director at 826-2000 ex 208.

**\*\*Just a reminder – If your child is participating in a sport, we require a proof of sports physical within the past two years. Obtaining this physical is the parent's responsibility.**