

Extracurricular Student Activities Code of Conduct CCISD FM Regulation

1. Statement of Philosophy

The District believes that extracurricular activities afford students opportunities to develop leadership, interpersonal, and citizenship skills. A variety of extracurricular programs exists in the form of clubs, teams, and performing groups. Participation in extracurricular activities is a privilege, not a right. Because students represent their school and the District in highly visible positions in elected offices and/or appointed positions in which they perform, participate, or compete, these students are viewed as role models. The demands and responsibilities require participants to commit time and effort while maintaining high standards of conduct. **This code applies at all times and applies to conduct on or off campus, while participating in an activity or not, during the school calendar year, and during holidays, summer, and weekends.**

Before a student is suspended or removed from participation in an extracurricular activity, and before any other consequence is imposed as provided in this policy, the alleged infraction of the rule will be documented and a reasonable investigation of the allegation shall occur. The Principal or designee shall then schedule a conference with the student and the student's parent to explain the reasons for which the action is being taken and to offer the student an opportunity to present their side. A student may appeal the decision through the procedures set forth in CCISD Board Policy (FM Local)

2. Notice of Nondiscrimination

It is the policy of the Clear Creek Independent School District not to discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its programs and activities as required by Title VI of the Civil Rights Act of 1964, as amended, Title IX of the Education Amendments of 1975, Title II of the Americans with Disabilities Act of 1990, the Age Act of 1975, and Section 504 of the Rehabilitation Act of 1973, as amended. No provision of an extracurricular behavioral standard shall have the effect of discriminating on the basis of sex, race, disability, religion, or ethnicity.

3. Individual Activity Extracurricular Codes of Conduct and Handbooks

In cooperation with the campus administration, activity Teachers/Coaches/Sponsors/Directors are authorized to develop individual activity codes of conduct and handbooks. A student's participation in a particular extracurricular activity is conditioned upon the student's compliance with the requirements and standards of behavior set forth in the individual extracurricular activity code of conduct, the CCISD Student Code of Conduct outlined in the Student/Parent Handbook, and The Extracurricular Student Activities Code of Conduct (FM Regulation). Individual extracurricular activities may have stricter rules of conduct than the district Extracurricular Code of Conduct. Activity Teachers/Coaches/Sponsors/Directors may take disciplinary action, up to and including dismissal from the activity, against a student

who violates any required standard of conduct. The program sponsor in cooperation with the campus administration has the authority to develop the specific guidelines for membership within their individual extracurricular activity code of conduct. Final approval of the individual extracurricular activity code of conduct in each area will be given by the appropriate CCISD Education Support Center Administrator or designee. Due to the vast differences among the various extracurricular groups, the individual program codes of conduct are developed for the purposes of defining the specific requirements within the organization.

The Teacher/Coach/Sponsor/Director's decision may be appealed pursuant to CCISD Policy FM (Local); however, absent a showing that the disciplinary action was arbitrary or capricious, the Teacher/Coach/Sponsor/Director's decision will be presumed valid.

3. Statement of Eligibility

Participants who meet UIL and CCISD eligibility requirements and are selected to represent a CCISD school extracurricular program, agree by signature of parent and student, to comply with the behavior guidelines as set forth in the CCISD Student Code of Conduct, Extracurricular Student Activities Code of Conduct and the individual extracurricular program codes of conduct.

4. Tryout Procedures

Tryout procedures and the calendar for the various extracurricular activities are determined by the individual activity directors in partnership with CCISD guidelines. Final approval of the individual extracurricular activity tryout procedures in each area will be given by the appropriate CCISD Education Support Center Administrator or designee. Upon completion of the tryout procedure for the extracurricular activity, the sponsor will notify all participants of their membership status. The results of tryout procedures are final and cannot be appealed.

5. Dress and Grooming

Students who participate in extracurricular activities shall comply with the District's policy on student dress and grooming and the Teacher/Coach/Sponsor/Director's specific requirements for the activity.

6. Equipment and Uniforms

District-owned equipment and uniforms are only issued to the student for use while the student is participating in school activities or organizations. Students must return equipment and uniforms at the end of activity or school year as directed by the Teacher/Coach/Sponsor/Director. Exceptions would be for musical instruments loaned over the summer.

Equipment

Any district-owned equipment issued to a student is the responsibility of the student while participating in a school activity or organization.

Students must care for district-owned equipment. Equipment must be properly stored, in the appropriate location, and shall be kept clean and maintained.

Students who lose or damage District equipment will be required to pay for the cost of replacement.

Individually owned equipment is the sole responsibility of the student; CCISD will not be responsible for any loss or damage that occurs to student-owned equipment.

Uniforms

If uniforms are required for an activity/organization, the student shall be required to ensure that the uniform is neat and clean for the practice, performance, competition, or game/tournament. Uniforms are to be worn only at appropriate school-related functions. A fee for the maintenance, dry cleaning, or laundering of the uniform may be collected. If a uniform is dirty, damaged, poorly maintained, or lost, the student will be financially responsible.

7. Travel

Students who have the opportunity to travel in connection with the CCISD extracurricular activity/organization are representatives of the District and must exhibit exemplary behavior at all times.

Students who dress or act inappropriately while traveling to or from a CCISD activity may be suspended or removed from the activity or organization, depending upon the nature of the misconduct, as in accordance with CCISD FMG (Regulation). When feasible, such action should be taken in consultation with the principal and is subject to review under CCISD Board Policy FM (Local).

All students who participate in school-sponsored trips are required to ride in transportation provided by the school to and from the event. An exception would be made if the student's parent or guardian personally requests that the student be allowed to ride to/from the event with the parent, guardian, and other adult. In this event, an Alternative Travel Form, FMG Exhibit C, will be completed and signed by the parents and submitted to the sponsor one day in advance of the event. Students with a valid Texas Drivers License are permitted to drive themselves, but are prohibited from transporting another student.

Students involved in travel shall:

- Be on time for all trips;
- Dress neatly and in compliance with the District dress code and grooming;
- Be on their best behavior in restaurants and hotels;
- Care for any equipment assigned to the student and return it to the proper storage location upon return to the school;
- Be on their best behavior while on the bus or other vehicle; and
- Promptly obey all instructions given by the Teacher/Coach/Sponsor/Director or any adult chaperone.

8. General Rules of Conduct

Students who participate in extracurricular activities shall comply with the following rules of conduct at all times. This includes conduct on or off campus, while participating in an activity or not, and during holidays, summer, and weekends.

Students who participate in extracurricular activities shall:

- Show respect for CCISD officials and staff;
- Participate in every practice, competition, performance, game, tournament, and event required by the Teacher/Coach/Sponsor/Director, unless the Teacher/Coach/Sponsor/Director has granted an excused absence;
- Arrive promptly, properly attired, for every practice, competition, game, tournament, etc., unless the Teacher/Coach/Sponsor/Director has granted an excused absence/tardy;
- Adhere to the grooming standards as established by the individual activity sponsor's code of conduct.
- Demonstrate a sportsmanlike behavior;
- Demonstrate a positive attitude;
- Be polite to others.
- Exemplify honesty in all school work;
- Maintain good conduct grades in their classes.
- Demonstrate appropriate behavior while engaged in school-related travel.

After consultation with the principal, students who receive poor conduct grades in class may also be subject to suspension/dismissal from extracurricular activities. Any such action is subject to review under CCISD Board Policy FM (Regulation).

9. Attendance and Tardies

Students engaged in extracurricular activities are expected to participate in all practices, performances, competitions, games, tournaments, and other events identified by the Teacher/Coach/Sponsor/Director. The Teacher/Coach/Sponsor/Director will identify times for required practices, performances, competitions, games, tournaments, etc., by the beginning of the athletic season, each semester for fine arts, or the beginning of the program activity season.

Extracurricular Activity Conflicts

Extracurricular Activities Sponsored by CCISD

In the case of a conflict between **CCISD sponsored** student activities, extracurricular or otherwise, Teachers/Coaches/Sponsors/Directors will work together to accommodate the student to participate in all activities **to the extent possible**. UIL and other CCISD sponsored performances, games, or competitions will take precedence over clinics and/or practices. Students involved in multiple CCISD sponsored activities shall not be penalized by a grade reduction or limitation on further participation based upon such a conflict.

Extracurricular Activities Sponsored by Outside Organizations

In the case of a conflict between CCISD-sponsored student activities and student activities sponsored by outside organizations, UIL and other CCISD sponsored performances, games, competition, clinics and/or practices will take precedence over the activity sponsored by the outside organization. Absences or tardies to CCISD extracurricular activities due to schedule conflicts with activities sponsored by outside organizations will be unexcused. Consequences for unexcused absences or tardies due to participation in outside organizations will be at the discretion of the CCISD Teacher/Coach/Sponsor/Director.

Extracurricular Activity Absences in a School Year

For participation in an extracurricular activity sponsored or sanctioned by the District, UIL, or an organization sanctioned by the Board, the District shall allow a student a maximum of ten absences not related to post-District competition, a maximum of five absences for post-District competition prior to state, and a maximum of two absences for state competition. CCISD Policy FM (Local)

Participation in Extracurricular Activities the day of an absence from School

Students must be in attendance for at least half of the school day in order to practice after school that day or participate in an extracurricular activity that day/night. A written note in accordance with FEB Regulation as outlined in the Parent/Student Handbook must be submitted to the Teacher/Coach/Sponsor/Director. The principal may waive this policy as appropriate. FEB (Regulation)

Students who fail to appear for a scheduled event without a written excuse from the student's parent will be prohibited from participating in the next scheduled activity. Students' absences from extracurricular activities shall be excused for only those reasons set forth by the Teacher/Coach/Sponsor/Director. Excessive unexcused absences may result in suspension or dismissal from the activity/organization. Such decisions shall be made in consultation with the campus principal and are subject to appeal through CCISD Board Policy FM (Policy).

Students with injuries will be allowed to attend any practice, performance, game, or other event relating to the activity/organization and allowed to participate only to the extent authorized by written order of the student's physician.

Students should make every effort to schedule health care appointments at times that will not interfere with school or extracurricular activity participation. If a conflict is unavoidable, the student shall inform the Teacher/Coach/Sponsor/Director prior to the appointment and provide written documentation, acceptable to the Teacher/Coach/Sponsor/Director, of the appointment. The note shall be signed by the student's parent or, if the student is 18 or older or is an emancipated minor, by the student.

Rehearsals, Practices, and Campus Recording

Practice involving students from more than one building at any time shall have the written approval of the principal of the campus of the student.

Students assembled for practice, rehearsal, or recording a program, or for any other purpose outside their own building, shall first have the project approved in writing by the principal.

Students participating in rehearsals or practice sessions of any kind within their own building shall terminate such activities no later than 10:00 p.m.

10. Disciplinary Infractions and Loss of Extracurricular Privileges

In addition to obeying rules set forth in the CCISD Student Code of Conduct, the particular extracurricular activity's constitution, handbook, rule book, and/or regulations, if any, or rules otherwise communicated to the student by the activity's Teacher/Coach/Sponsor/Director, a student in grades 6 through 12 participating in any CCISD extracurricular activity shall comply with the Extracurricular Student Activities Code of Conduct and will be disciplined as outlined below:

A. General Misconduct Guidelines

Students participating in extracurricular activities are prohibited from the following behaviors as outlined in the CCISD Student Code of Conduct:

Behaviors

Students are prohibited from:

1. Leaving school grounds or school-sponsored events without permission of the appropriate school official.
2. Disobeying school rules related to conduct on school buses.
3. Failing to comply with lawful directives given by school personnel thus the failure results in insubordination.
4. Public display of affection while in uniform.
5. Possessing or using matches or a lighter except as part of an instructional program.
6. Possessing, smoking, or using tobacco products.
7. Behaving in any way that disrupts the school environment or educational process.
8. Violating safety rules.
9. Violating dress and grooming standards.
10. Violating other communicated campus or classroom standards of behavior.
11. Being in facilities designated for the opposite sex, or in facilities designated as Faculty Only, Janitorial Only, or Custodial Only, or other restricted areas.
12. Displaying or using paging devices or cell phones during the school day.
13. Loitering in the parking lot or school grounds.
14. Engaging in bullying, harassment, or making hit lists.
15. Publishing or displaying pictures or other media (including publications on websites, blog sites, etc.) depicting illegal or inappropriate behavior.

Action Taken:

* Disciplinary action as outlined below represents the minimum consequences that may be administered. Each individual activity code of conduct may prescribe stricter consequences.

Any Offense (Grades 6-8 or 9-12): Sponsors of extracurricular activities apply discipline management techniques as appropriate.

B. Removal from the Regular Education Setting

Students participating in extracurricular activities are prohibited from the following behaviors as outlined in the CCISD Student Code of Conduct:

1. Behaviors resulting in In-School Suspension or Suspension from School

Action Taken: * Disciplinary action as outlined below represents the minimum consequences that may be administered. Each individual activity code of conduct may prescribe stricter consequences.

Any student removed from the regular educational setting and assigned to In-School Suspension or suspended from school, shall be suspended from all extracurricular activities immediately pending an investigation.

This action should not be considered a presumption of guilt, but rather it affords the accused student the time and opportunity to clear his or her name. The student may be allowed to remain in the activity as a suspended member, but will not be allowed to represent his/her school in any public manner while under this suspension.

(a) Upon receipt by the principal of a written and signed statement concerning a possible serious misconduct violation, an investigation will be conducted.

(b) After the investigation, the sponsor and principal will confer and recommend one of the following actions:

- (1) Terminate the investigation.
- (2) Release the suspension, or
- (3) Order Suspension as outlined below:

- 1st Offense (Grades 6-8 or 9-12) Suspension: The student shall be suspended from further participation in all extracurricular activities for the term of the suspension or 10 calendar days whichever is greater.
- 2nd Offense: (Grades 6-8 or 9-12) Suspension: The student shall be suspended from further participation in all extracurricular activities for the remainder of the semester in which the offense occurred.

- 3rd Offense: (Grades 6-8 or 9-12) Suspension: The student shall be suspended from further participation in all extracurricular activities for the remainder of the school year.

(c.) The principal shall make all final disciplinary action decisions.

2. Behaviors resulting in Discretionary Disciplinary AEP Assignment

Action Taken:

* Disciplinary action as outlined below represents the minimum consequences that may be administered. Each individual activity code of conduct may prescribe stricter consequences.

Any student removed from the regular educational setting and assigned to DAEP shall be suspended from all extracurricular activities immediately pending an investigation.

This action should not be considered a presumption of guilt, but rather it affords the accused student the time and opportunity to clear his or her name. The student may be allowed to remain in the activity as a suspended member, but will not be allowed to represent his/her school in any public manner while under this suspension.

- (a) Upon receipt by the principal of a written and signed statement concerning a possible serious misconduct violation, an investigation will be conducted.
- (b) After the investigation, the sponsor and principal will confer and recommend one of the following actions.
 - (1) Terminate the investigation.
 - (2) Release the suspension.
 - (3) Order Suspension or dismissal as outlined below:

Action Taken:

* Disciplinary action as outlined below represents the minimum consequences that may be administered. Each individual activity code of conduct may prescribe stricter consequences.

- 1st Offense, (Grades 6-8 or 9-12) Suspension: The AEP assignment will be followed by campus counseling and no participation in all extracurricular activities for 10 school calendar days after returning from AEP.
 - 2nd Offense (Grades 6-8 or 9-12) Suspension: The student shall be suspended from further participation in all extracurricular activities for 60 school calendar days after returning from AEP.
 - 3rd Offense, (Grades 6-8 or 9-12) Dismissal: The student shall be suspended from further participation in all extracurricular activities for one school calendar year after returning from AEP.
- (c) The principal shall make all final disciplinary action decisions.

3. Behaviors resulting in Mandatory Disciplinary AEP Assignment Discretionary Expulsion from School or Mandatory Expulsion from School

Action Taken:

Disciplinary action as outlined below represents the minimum consequences that may be administered. Each individual activity code of conduct may prescribe stricter consequences.

Any student removed from the regular educational setting and assigned to DAEP for a mandatory reason or expelled from school shall be suspended from all extracurricular activities immediately pending an investigation.

This action should not be considered a presumption of guilt, but rather it affords the accused student the time and opportunity to clear his or her name. The student may be allowed to remain in the activity as a suspended member, but will not be allowed to represent his/her school in any public manner while under this suspension.

- (a) Upon receipt by the principal of a written and signed statement concerning a possible serious misconduct violation, an investigation will be conducted.
- (b) After the investigation, the sponsor and principal will confer and recommend one of the following actions.
 - (1) Terminate the investigation.
 - (2) Release the suspension.
 - (3) Order Suspension or dismissal as outlined below:
 - 1st Offense, (Grades 6-8 or 9-12) Suspension: The student shall be suspended from further participation in all extracurricular activities for 60 school calendar days after returning from DAEP.
 - 2nd Offense, (Grades 6-8 or 9-12) Dismissal: The student shall be dismissed from further participation in all extracurricular activities for one school calendar year after returning from DAEP.
 - 3rd Offense, (Grades 6-8 or 9-12) Dismissal: The student shall be dismissed from further participation in all extracurricular activities for the remainder of the student's enrollment in either intermediate or high school.

For purposes of suspension from extracurricular activities, school calendar days, including weekends, are counted. Assigned days of suspension from extra curricular activities not completed by the end of the current school year will carry over to the following school year until all days of suspension are completed.

- (c) The principal shall make all final disciplinary action decisions.

11. Off-Campus Violations

As representatives of CCISD, students who participate in extracurricular activities are expected to demonstrate exemplary behavior whether at school or away and at all times. The behavior of the individual is a reflection of the team or organization and will therefore affect the individual's eligibility to participate and/or represent the team or organization. Therefore, students involved in CCISD extracurricular activities are prohibited from the following:

- (a) Using, possessing, or being under the influence of an alcoholic beverage,
- (b) Using, possessing, or being under the influence of a controlled substance, and illegal or dangerous drug, abuseable glue, aerosol paint, or any other mood-altering drug
- (c) Theft or stealing
- (d) Lewd, disruptive, or other offensive conduct that offends or affronts school district standards of propriety
- (e) Engaging in conduct that contains the elements of any criminal offense identified in state or federal law, with the exception of minor traffic offenses
- (f) Any arrest by a law enforcement official

Action Taken:

Disciplinary actions as outlined below are the consequences that will be administered. Any student who is alleged to be in violation of the prohibited activities outlined in (a) – (f) shall be suspended from all extracurricular activities immediately pending an investigation.

This action should not be considered a presumption of guilt, but rather it affords the accused student the time and opportunity to clear his or her name. The student may be allowed to remain in the activity as a suspended member, but will not be allowed to represent his/her school in any public manner while under this suspension.

- (a) Upon receipt by the principal of a written and signed statement concerning a possible violation of the prohibited activities outlined in (a)-(f) above, an investigation will be conducted.
- (b) After the investigation, the sponsor and principal will confer and recommend one of the following actions:
 - (1) Terminate the investigation.
 - (2) Release the suspension, or
 - (3) Order Suspension or dismissal as outlined below:
 - 1st Offense, (Grades 6-8 or 9-12) Suspension: The student shall be suspended from further participation in all extracurricular activities for the remainder of the calendar year or school year whichever is longer.
 - 2nd Offense, (Grades 6-8 or 9-12) Dismissal: The student shall be dismissed from further participation in all extracurricular activities for one school calendar year after returning from DAEP.
 - 3rd Offense, (Grades 6-8 or 9-12) Dismissal: The student shall be dismissed from further participation in all extracurricular activities for the remainder of the student's enrollment in either intermediate or high school.

(c) The principal shall make all final disciplinary action decisions.

12. Statement of Transfer

Any student transferring within or from outside the Clear Creek Independent School District, who is under suspension, investigation, or who has been found guilty of violating the Extracurricular Student Activities Code of Conduct will be assessed the same penalties as prescribed by the campus in which the infraction occurred. (Refer to UIL guidelines regarding eligibility on transfer.)