

**PENFIELD CENTRAL SCHOOL DISTRICT**  
Penfield, New York

**EXTRA-CURRICULAR AND ATHLETIC CODE OF CONDUCT**

POLICY #7411

**PHILOSOPHY**

We believe that participation in extracurricular and athletic activities contributes to the development of health, physical skills, emotional maturity, responsibility and social competence in our students. We believe that participation in extra-curricular activities and athletics is a privilege that carries with it responsibilities to the school, to the club or team, to the student body, and to the community. Because participation is voluntary and is considered a privilege, when a student accepts this privilege he/she must also live up to a code of conduct beyond that of the general student body, on and off school property, during and outside of participation times, during the season and off season. This is particularly true of conduct in academics requirements, honesty, school citizenship and sportsmanship.

This code outlines conduct expectations for students who participate in extracurricular activities and athletics in addition to the regular student Code of Conduct (Policy # 7300). In addition, club advisors and coaches may issue specific participation rules and consequences for their own activities and sports unrelated to behaviors addressed in this code.

**DEFINITIONS**

**Student Participant.** This means any student enrolled in grades 6 – 12 at Bay Trail Middle School and Penfield High School who participates in any extracurricular activity or sport sponsored by the Penfield Central School District.

**Extracurricular Activity and Sport.** This means any Penfield Central School District sponsored activity or sport that occurs beyond the scope of the school day for which a grade is not given. This includes, but is not limited to clubs, performances, plays, sports tryouts, practices, games, and contests. Extracurricular activities include, but are not limited to all sports, all clubs, school plays, Student Council, National Honor Society and Class Officers.

**Code Coverage and Effective Dates.** The provisions set forth in this code are in effect throughout the entire year, including weekends and holidays. Violations that occur while a student is in Middle School will accumulate over the course of the student's middle school career. All high school students will begin their high school careers with a clean record at the beginning of their freshman year. Violations will accumulate then over the course of the student's high school career. If a student plays on a high school sports team while still a middle school student, any violation will carry over into the student's high school career.

## **GENERAL PROVISIONS**

**Extracurricular Code of Conduct Acknowledgement Form.** All extracurricular participants must have an Extracurricular Code of Conduct Acknowledgement Form signed by both the student participant and the parent on file in the athletic or building office prior to participation in any extracurricular activity or sport.

**Student Eligibility for Participation.** All students participating in extracurricular activities and sports will follow academic and physical eligibility requirements as stipulated by school board policies and building procedures (Policies # 7320; 7420).

## **CODE OF CONDUCT PROVISIONS**

**Good Citizenship and Sportsmanship.** Students will live by the laws of the country, state, county and town and also follow the rules and policies of the school district and athletic department. A few examples of unacceptable behavior both on and off school property are: truancy or illegal absence from school or classes; insubordination; fighting; lack of cooperation with school personnel; vandalism; violation of the rights of others; stealing; assault; bullying; hazing; harassment; and, filing a false report of behavior.

**Tobacco, Alcohol and Drug Use.** Students participating in extra-curricular and/or athletics are not allowed to use, be in the presence of, and/or engage in tobacco and alcohol and other drug activities, including performance enhancing drugs. ("Alcohol and other drug activities" refers to sale, purchase, possession, consumption, being under the influence, or in the presence of alcohol and/or other drugs on school grounds, at school functions or at underage student activities off of school grounds.) "In the presence of" is defined as going to and/or being at an underage student activity or function and not leaving immediately where illegal alcohol or drug activity occurs. This does not refer to family, religious or social events (including dining at restaurants) where alcohol is being served legally.

**The consequences for violating this agreement are confined to extra-curricular activities and athletics.**

**A student's code of conduct data will be maintained in a separate file by the student's administrator or the athletic director. This information will not be included in a student's permanent record file.**

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Reviewed 7/8/97

Adopted 8/12/97

Revised 4/11/00

Revised 8/08/06

**PENFIELD CENTRAL SCHOOL DISTRICT**  
Penfield, New York

**EXTRA-CURRICULAR AND ATHLETIC CODE OF CONDUCT**  
ADMINISTRATIVE GUIDELINES #7411 R.1

**SPECIFIC CONSEQUENCES FOR VIOLATING POLICY # 7411**

**Good Citizenship and Sportsmanship.** Consequences for a student who violates the good citizenship and sportsmanship code of conduct expectations can range from a warning, community service, one meeting or game suspension to a year suspension, based on the nature, level of severity and the frequency of the misconduct. In addition, students will be required to participate in three mandatory counseling sessions appropriate to the infraction, for example, anger management or anti-bullying counseling.

**Tobacco, Alcohol and Drugs.** Consequences for Breaking the Tobacco, Alcohol and Drug Prohibition are as follows:

**First Offense.**

**A. Self-report.** If a student violates this code of conduct and self reports to the advisor or coach, building administrator or athletic director, the student will be assigned mandatory counseling and community service (2 hours).

**B. No-self report.** If a student violates this code of conduct, does not self report and is found in violation, the student will forfeit 10% of the activity time frame or sport season and will be assigned mandatory counseling and community service (4 hours).

**Second Offense.**

**A. Self-report.** If a student violates this code of conduct a second time and self reports to the advisor or coach, building administrator or athletic, the student will forfeit 10% of the activity time frame or sport season and will be assigned mandatory counseling and community service (4 hours).

**B. No-self report.** If a student violates this code of conduct a second time, does not self report and is found in violation, the student will forfeit 25% of the activity time frame or sport season and will be assigned mandatory counseling and community service (8 hours).

**Third Offense.** If a student violates this code of conduct a third time, the student will receive a permanent suspension from participation in extracurricular activities and athletics.

**COUNSELING REQUIREMENTS**

Students must receive a minimum of three professional counseling sessions and provide written proof of participation within 3 weeks of the violation notification in order to continue in their extracurricular activity or sport. Failure to receive this counseling within this time frame will result in suspension from these activities until the counseling requirement is fulfilled.

## **PARTICIPATION RESTRICTIONS**

For athletes and for extracurricular activities, where appropriate, during the disciplinary consequences the student is expected to participate in all practices.

## **COMMUNITY SERVICE REQUIREMENTS**

Community service will be assigned by the student's administrator from a list of community service activities maintained by the district. Community service must be completed within 3 weeks of the notice of the student code of conduct violation in order for the student to continue participating in the activity or sport. Failure to complete community service within this time frame will result in suspension from the activities and/or sports until the counseling requirement is fulfilled. The community service required will be "non-additive", i.e., the student will serve the hourly requirement per violation only once even if the student is participating in multiple activities.

## **DISCIPLINARY COMMUNICATION**

Violations of the extracurricular code of conduct should be reported to the student's building administrator (House Principals at Bay Trail; Assistant Principals at PHS) and to the Athletic Director for violations by athletes.

When an administrator determines that a student is involved in a code violation, the administrator will call the student's parents to notify them of the situation. Additionally, within 48 hours of the conclusion of the investigation, a letter will be sent to the student's parents/guardian notifying them of the student's code violation and offering them an opportunity to discuss the situation with the appropriate administrator.

A participant may appeal the declaration of a student's violation of the code of conduct to the building principal within 48 hours of receiving the notice of violation. A parent must attend the appeal and the suspension, if appropriate, remains in force during the appeal.

Since extracurricular and athletic activity participation is a privilege, it is not protected by due process procedures applicable to regular public education. (NYS Commissioner's Decision). A full due process hearing does not apply to the exclusions or suspension of a student from extracurricular activities. The student and the parent will be given an opportunity to discuss the factual situation informally with the district official in charge.

Adopted: 080806

**PENFIELD CENTRAL SCHOOLS**

**EXTRA-CURRICULAR AND ATHLETIC CODE OF CONDUCT  
PARTICIPATION AGREEMENT**

I, \_\_\_\_\_, have read and understand the Penfield Central School Extra-Curricular and Athletic Code of Conduct (Policy #7411) and Administrative Regulations (#7411 R.1). As a participant in Penfield sports and/or extra-curricular activities, I agree to abide by the terms of the policy and the consequences of the administrative regulations.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date