

CODE OF CONDUCT

Middle School Extracurricular Participation

Students in grades 5-8, who desire to participate in one of the extracurricular programs offered at West De Pere Middle School must meet one or more of the following criteria:

- Enrolled as a student at one of the West De Pere District Schools.
- West De Pere District resident who HAS NOT open enrolled to another K-12 public school district.
- West De Pere District resident who is homeschooled, attends a private school, virtual school, charter school, or similar program either within or outside of the West De Pere School District boundaries.

All eligible participants will be required to fulfill the rules and guidelines as outlined in Section III Student Activities, of the West De Pere Middle School Student Handbook.

Participation Procedures – All participating athletes should obtain the following items from the middle school office and returned when completed:

- Physical permit card (athletes must have a physical by a licensed physician every other year with April 1 being the earliest date of examination).
 - Handbook agreement signed by a parent/guardian and participant *one time while a student at WDP Middle School*.
 - Emergency information card.
 - All school or extra-curricular fees must be paid in full or a payment plan timeline arranged with the athletic coordinator.
 - Mandatory attendance by participant and legal guardian at a "Code and Rules" meeting *one time while a student at WDP Middle School*.
- A student may not practice or participate in an activity until the school has written evidence on file in the office of the items listed above.

The following procedures will be observed:

- All students will be encouraged to participate through a no cut policy.
- All members will participate during the contest. This does not guarantee equal participation time. Exceptions may include missed practices due to injury or illness, disciplinary reasons or limited roster contests.
- A student can request to switch activities within a season providing that both coaches or advisors and the activities coordinator mutually approve the switch.
- A student's participation status shall be reviewed ineligible for interscholastic competition while competing as a member of a grade 7 and/or grade 8 team if he or she reaches his or her 16th birthday before August 1 of any given school year.

RULES OF PARTICIPATION

West De Pere Middle School is not a member of WIAA, but in general, West De Pere will use the WIAA guidelines to help us make athletic decisions. The West De Pere community has developed the following rules for all activities:

Attendance

- A student can only participate in practice and/or competition providing the student has been in attendance at school for the entire school day.
- All athletes are expected to dress for Physical Education if they wish to participate in athletic events on the day of the event.
- The attendance requirement may be waived if the absence from school is excused. Examples of an excused absence include doctor/dentist appointments, funerals, court appearances, etc.
- Students who miss class periods, and who are excused by parents for illness will be monitored for patterns of this type of absence. This type of excused absence, if used often will result in a requirement for a doctor's excuse. This decision will be made by the Associate Principal and/or the Student Activities Director.
- Appeals of this policy should be directed to the activities coordinator.
- If a student has been suspended, he/she will not be allowed to participate in the team's activities (including practices) during the entire suspension. If it occurs on a Friday, the student will not be allowed to dress or participate in a Saturday event.
- A student is expected to dedicate the time specified for practice by the coach/advisor of that activity. Regular attendance at practice is required. If the student must miss practice for family trips or vacations, arrangements must be made with the coach/advisor in advance.
- It is expected that the middle school student will put his/her own school team and practices ahead of non-school teams and practices.
- Participants are expected to discuss scheduling conflicts with their school coach/advisor as soon as conflicts are known.

Use of Controlled Substances

1. Students must, throughout the entire calendar year, abstain from the use of tobacco, vaping of any kind (tobacco or non-tobacco), alcohol and/or illegal drugs. A student shall not have in their possession, buy, sell, or give away marijuana, or any substance defined by law as a drug. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by their doctor.
- If a controlled substance violation occurs the participant will be suspended based upon applicable in season or out of season (includes summer) penalties.
 - During a period of suspension, the student must attend all practices, team function, etc., in order to maintain his/her status as a team member.
 - A participant who chooses to remain at an unacceptable social gathering where illegal alcoholic beverages or drugs are present and/or are being consumed by under-aged students will be considered in violation of the co-curricular code of conduct. Participants are expected to depart these types of functions in the most expeditious manner possible once they determine that these illegal products are present.
 - A co-curricular student who is determined to have hosted an unacceptable social gathering where illegal alcoholic beverages or drugs are present and/or are being consumed by under-aged students will immediately be suspended for the remainder of the activity/season or for twenty percent (20%) of the next activity/season if the function is hosted when not participating.

Criminal Acts

- Any student who commits or is charged by the district attorney with committing a criminal act shall be suspended from practices and competitions and referred to the activities coordinator for a hearing with the administration.
- If, after a student is charged with a criminal act and subsequent investigation or court action determines the participant innocent, all action by the school shall be negated, and the participant reinstated to the team in good standing.

Sportsmanship

- Each participant shall exhibit positive behavior to officials, competitors, coaches, advisors, fellow team members and him/herself. Coaches shall define the consequences for sportsmanship violation.
- Students will be responsible for being clean and well groomed.

In-School Conduct

- Participants are expected to be role models to the other students in school.
- Students may lose eligibility, due to poor student conduct, as per the administration.

Conduct Unbecoming a Participant

- For conduct unbecoming a participant (excluding use or possession of drugs, alcohol, or tobacco), the activities coordinator (after consultation with the administration) shall establish penalties, if any, depending on the nature of the violation and the number of offenses that the participant has committed.
- Examples of conduct unbecoming a participant may include, but is not limited to, the following: 1) violation of law; 2) vandalism; 3) disrespect to school authorities; 4) repeated violation of school rules; 5) immoral conduct; 6) possession or use of dangerous weapons; 7) assault or attempted assault; 8) discrimination or harassment; 9) inappropriate dress or grooming, and 10) gang colors and gang signs.
- A participant must refrain from any conduct at any time that would reflect unfavorably on him/herself or the school. Conduct which would reflect

unfavorably on the participant or on the school includes, but is not limited to, the following matters: sale, possession, or use of illegal drugs or substances representing a drug or intoxicant or paraphernalia associated with such; use, possession, or purchase of alcoholic beverages or tobacco product; or any other immoral or unacceptable conduct contrary to the ideals, principles, and standards of West De Pere Schools.

Equipment

Each participant is responsible for the school equipment issued to him/her. All lost equipment must be paid for by the participant to whom it was issued, before further participation will be permitted. School issued uniforms and warm-ups will be worn for contests only. School day wear will be a team function coordinated by the coach, a maximum of 2 times per season.

Travel

- All team members and participants will travel to and from meets and events via transportation arranged by the Activity Department. Students missing the arranged transportation may be subject to disciplinary action by the coach/advisor.
- A participant who travels to a game with a school team must return with his/her team.
- Parents may drive their own child if the "Travel Release" form is filed and permission is granted by the coach/advisor, activities coordinator, or principal.

Awards

Individual awards such as letters, trophies, most valuable and most improved are not encouraged at the middle school level.

Eligibility

- Additional standards particular to the activity and the setting or hours will be determined by each coach/advisor, approved by the activities coordinator, published and distributed to each participant on the first day he/she reports for practice.
- The student participant, upon receipt of these general and specific standards, will read all items and ask for clarification by the coach/advisor of any handbook items not understood. Receipt of these standards and continued practice for an activity means that the participant understands and will comply to the standards set forth.

Academic Achievement

- Student participants are expected to maintain a "C" average in their classes. (with no "F's")
- Grades will be monitored periodically throughout the season.
- If the student is below a "C" average, he/she will be put on probation (10-15 school days in length). During the probation period the student will still be allowed to practice as well as participate in games.
- During the probation period the student may work to improve his/her grade to a "C" average and be back on the team in good standing.
- If after the probation period the grade is not a "C" average and with no F's, the student will not be allowed to practice or play in games.
- When the eligibility list is published again, if the student's grades are at a "C" average and no F's, he/she may rejoin the team.
- Only one probationary period per season is permitted.
- The principal or activities coordinator may give special consideration to a student in an unusual circumstance, if the parents have requested it in writing.

Grade Check Dates:

Grade Check dates will be communicated through the middle school newsletter.

Injuries - Any participant who is injured during a practice or competition must report the injury to the coach/advisor immediately. Any participant excused from physical education class may not participate in athletics (practice or play). Exceptions may be made by the activities coordinator, or in his/her absence, the principal. Injuries may be assessed by a licensed trainer by calling the high school.

Handling Conflicts

Occasionally, the participant or his/her parents may have a question relating to the student's involvement in the activity program. Prompt, open communication is important when this occurs, and the situation can usually be resolved before it becomes a major issue. The sequence for this communication is as follows;

- The student and the coach/advisor should discuss the issue.
- If not resolved, the coach/advisor, parents, and the student should establish a time to meet to discuss the issue.
- If not resolved, the parents, coach/advisor, and the activities coordinator should meet to discuss the issue.
- If still not resolved, parents, coach/advisor, activities coordinator, and the principal should meet to discuss the issue.
- When conflict arises, the student and/or parents should set up a time with the coach/advisor to discuss the problem. Please do not approach the coach/advisor with a conflict just before or after a competition.

Team Roster

- When multiple teams are formed, coaches/advisors should strive to make such teams equally competitive.
- Coaches/advisors shall redistribute players if the multiple teams become unequally competitive.

PENALTIES FOR VIOLATIONS

Participation in school activities is a privilege. West De Pere students have year-round training and conduct rules. Failure to abide by the established rules may result in withdrawal of the privilege to participate. All penalties will be imposed under the jurisdiction of the activities coordinator. An alleged violator's case will be brought before the activities coordinator. If the charges are proven to the satisfaction of the activities coordinator, disciplinary action will follow.

All code of conduct violations and subsequent penalties are superseded by West De Pere School District policies which specify penalties dealing with students who sell, possess, exchange, distribute, or illegally use alcohol, tobacco, or drugs on school premises or at any school related activity. For violation of any West De Pere Middle School standards of conduct; sale, possession, or use of illegal drugs or substances representing a drug or intoxicant or paraphernalia associated with such; use, possession, or purchase of alcoholic beverages or tobacco products; or any other immoral or unacceptable conduct contrary to the ideals, principles, and standards of West De Pere Schools, the penalty shall be as follows:

In Season Violations

- A first violation will result in suspension from the team for 20 percent of the scheduled games, matches or meets of the present activity the student is participating in or the next season the student participates in if he/she is not currently participating in an activity. However, if the violation occurs with less than 20 percent of the current season remaining, the suspension will carry over into the student's next season. In order to fulfill a carry-over penalty, a student must complete the season as a member of the team.
- A second violation will result in suspension from the team for the remainder of the season the student is participating in.
- A third violation (within a calendar year of the first violation) will result in suspension from all activities for one calendar year from the date of infraction.

Out-of-Season Violations (Including Summer Vacation)

- The first violation will result in suspension from participation in 10 percent of scheduled games, matches, or meets of the next sport to which they report.
- The second violation will result in suspension for 20 percent of the season.

Application of Suspensions

- All rule violations will accumulate within a calendar year of the first violation.
- Violations must be reported to the activities coordinator in a timely manner.
- Honesty Clause: A student can reduce the penalty for a code violation by fifty percent (50%) for the first violation to their coach, Activities Director, or Principal within three (3) days of the occurrence.
- Dishonesty Clause: A student who intentionally misleads his or her coach, activities director or principal by giving inaccurate information during an activity code violation investigation loses all rights to a possible reduction in the penalty for such violations, AND the student may be subject to additional sanctions due to the improper conduct of insubordination toward an authority figure of the school district.

- The actual events of suspension will be rounded up to the next whole number.
- If a student does not finish the season in good standing, the suspension, in its entirety, will be served during the next season that the student participates.
- Suspensions due to violations that occurred during the last two weeks of the regular season will be carried over to the next season the student participates in. The student must complete the said season to fulfill the suspension.

APPEAL PROCEDURE

The parents/guardians or students have the right to appeal decisions made according to the handbook. Such appeals must be handled as follows:

- Appeal must be made in writing to the activities coordinator within five school days of the first day of ineligibility. The activities coordinator response to this appeal must be completed within three school days of being received.
- If not satisfied with the decision made by the activities coordinator, a written appeal must be made within five days to the Principal. The Principal's response to this appeal must be completed within three school days of being received. The decision of the principal is considered final.

STUDENT SELF-REFERRAL

The West De Pere School District established a Student Assistance Program to provide education, assistance and support for students affected by their own or others' drug and/or alcohol problems and/or situations that hinder their academic or activity performance. An essential feature of the Student Assistance Program is that students, their peers and/or their family members are encouraged to contact the activities coordinator or principal for help with tobacco, alcohol, and/or drug-related problems and situations that place the student/athlete at risk (i.e. abuse, infractions with the law, conduct not becoming a participant). They are assured that such contact will be handled sensitively and confidentially. No record of the student's participation in the Student Assistance Program will become part of the student's permanent or cumulative file.

A student who self refers to the Student Assistance Program and who is making satisfactory progress in following the recommendations of the Student Assistance staff will not be liable to suspension, extracurricular ineligibility, or other disciplinary action for behavior which occurs prior to the self referral unless the violation is reported to school personnel within a ten school day period.

The activities coordinator will take the student's self referral into consideration when meeting with the student at the meeting. The activities coordinator can reduce the suspension due to the referral. The effort is not punitive in nature in order to try and help students with a problem that they may have.