

# Student Athlete/Activities Code of Conduct Book

## **St. Charles City School District**

### District Mission Statement

The School District of the City of St. Charles believes that teaching and learning are the two most important activities that occur in our community. Our mission is to provide the care, leadership, and instructional skills necessary to ensure that effective learning occurs for all children.

### St. Charles West High School

The mission of St. Charles West High School is to provide a safe, student-centered learning community in which each individual achieves success.

### Purpose of Activities

The purpose of the activities program at SC West is to provide the students with the opportunity to meet the challenges put forth in the mission statements of the district, school and state association. The opportunities provided should allow for students to take pride in themselves and their school. The students should always strive to enhance their own self-esteem, while learning to work as a team for a common goal. The activities should also provide the community with a positive image of its schools.

### Missouri State High School Activities Association

The Missouri State High School Activities Association promotes the value of participation, sportsmanship, team play and personal excellence to develop citizens who make positive contributions to their community and support the democratic principles of our state and nation.

### Governance Groups

The activities of SC West are governed by regulations found in the Student Code of Conduct for The School District of the City of St. Charles, the West Student Handbook and this document. In addition, SC West voluntarily is a member of and governed by the regulations established by the Gateway Athletic Conference (GAC), the Missouri State High School Activities Association (MSHSAA), and the National Federation of State High Schools Association (NFSHSA).

### Academic Eligibility

**MSHSAA by-law 213 states, all students must earn 3.5 credits each semester to maintain eligibility. The only exception is incoming freshmen who are automatically eligible for first semester participation.**

Students who first become eligible for activities/athletics after 2/3 of the season has passed will not be allowed to participate in that sport. This is true whether the student first becomes eligible after coming off suspension or if a student simply moves into the district late in the season. The criteria of "2/3 of the season" will be calculated by counting 2/3 of the calendar days beginning with the first day of practice allowed by the MSHSAA and ending with the day of the stated finals for that sport.

### Attendance

**TO BE ELIGIBLE TO PRACTICE OR PARTICIPATE IN A CONTEST OR ACTIVITY, THE STUDENT WILL BE IN ATTENDANCE AT SCHOOL ALL DAY.** If the student is absent for unavoidable medical or dental appointments, the student must notify the office with a written excuse from the medical or dental office, and have an admit slip signed by a principal. Please notify the office prior to absences whenever possible. Any other reason for absence must be approved by a principal in writing. The signed slip must be presented to the coach or sponsor before practice, or activity.

Attendance at school is a top priority of the activities program at West. Being in class on a regular basis is a necessary requirement for making progress and maintaining grades required for graduation and eligibility. **If a student is tardy to the first class of the day by more than ten minutes, the student is ineligible to participate in activities for the day. It is this commitment to education that sets our attendance policy.**

### Practice/Meeting Procedures

Students must notify the coaching staff, or sponsors in advance, if they are going to be tardy, have to leave early, or miss practice or meeting for any reason. If a practice/meeting is missed due to a student being tardy to his/her first class, the student will be counseled about missing practices/meeting with the possibility of and subsequent removal from the team,

The coaching staff/director/sponsor will develop appropriate guidelines for dismissal from a team due to **excessive, excused and/or unexcused absences from practice**. All team members must be in practice "uniform" or they will be withheld from practice. The term "uniform" includes proper shoes for the specific sport; in addition, the student will not participate that day. Practices/meeting missed due to sickness, injury, family commitments and home emergencies will be given consideration by the coaching staff and sponsor.

### Contest Procedures

When provided, all team members will ride the bus to off campus contests and back to school when the contest is completed. To promote team unity, all team members should ride the bus as a team, win or lose. A team member, with prior approval by the coach, or sponsor may ride home with her/his own parents, but must have prior written approval from the principal. A parent must notify a coach upon leaving with his/her child. Any other arrangement must have written approval from the principal. As with all contests, home or away, the Code of Conduct will be enforced.

### Participation in Activities

Participation in interscholastic athletics and activities is a privilege. With this privilege, comes responsibility. Students must be willing to accept these responsibilities. A student should do nothing to discredit himself, the team, club or the school.

Team and club members must conform to all MSHSAA rules and regulations, the School District of the City of St. Charles – High School Code of Conduct, West Student Handbook and the rules included in this document.

Team and club members should especially be aware that a practice/meeting or contest is an extension of the school day. The application of discipline during the regular school day will carry over into the student's interscholastic experience. Students suspended, in school or out-of-school, will not be allowed to practice or participate in a contest or activity.

Student athletes and club members are expected to be good citizens during the school day, at practice and especially at contests. Team and club members who violate the standards of good citizenship are subject to dismissal from the team or club. .

Use of alcohol, tobacco products, drugs or any kind of violation of civil laws may result in dismissal from the team. (See Athletic/Activities Code of Conduct below.)

## **Athletic/Activities Code of Conduct**

**St. Charles School District Policy**—as provided in Board Policy and the Student Code of Conduct, any student in possession, using, or under the influence of alcohol, drugs, or narcotics on school property or during school-sponsored activities (whether on or away from school property) shall be recommended to the superintendent for disciplinary action according to the following:

**Distribution** – any student who, while on school property or at a school activity (whether on or away from school property), distributes alcohol, drugs, or narcotics and admits to such action, or who through the testimony of one or more witnesses or other evidence, is found to have distributed any of these substances, will be recommended to the superintendent for disciplinary action, which shall range from a minimum suspension of 180 days up to and including possible recommendation for expulsion. A student is ineligible to participate in athletic/activities during any period of out-of-school suspension. This exclusion applies to games, matches, meets, and practices. Students must be readmitted to school and attend one full day of classes to be eligible to return to athletics/activities

**SC West Athletic/Activities Department Policy-** (Illegal use or possession of alcohol, drugs or tobacco)

If a student is discovered using or in possession by a coach, sponsor, teacher, administrator or law enforcement official, anywhere, any time any place, the following penalties will be enforced:

**1st offense** = minimum of 1/3 of the season up to citizenship suspension using MSHAA by law 212.0 as determined by the principal. In addition the student will be required to attend a drug/alcohol/tobacco program. The student will be subject to random drug testing for the remainder of high school eligibility. The cost of the program and testing shall be borne by the family. If the family agrees to the program and testing the athlete/club member will be allowed to practice/meet but will be suspended from competition for 1/3 of the season. If the family disagrees with the program and testing, there is an immediate suspension of eligibility until they do agree.

**2nd offense** = minimum of 365 (1 year) up to lifetime suspension as determined by the principal.

## **SPORTSMANSHIP**

All students are expected to promote sportsmanship and fair play in all activities. Parents and fans will all display good sportsmanship through their actions and words. West demands that all involved in athletics/activities “Be A Sport”.

## **CONFLICT RESOLUTION PROCEDURES**

As with any organization, there are proper procedures to follow for the smooth operation of the system. One of these is dealing with problems between a coach/sponsors and student. The resolution of these problems in a timely and fair manner is the goal of St. Charles West. Please adhere to the following steps in resolving any and all conflicts.

**First**, the student must talk with the coach involved. These discussions should delineate the problem and ask for some resolution.

**Second**, if the first step fails, the parent may want to discuss the problem with the head coach/sponsor of the sport/club.

**Third**, if no resolution is found, speak with the activities director.

This procedure fails when the proper steps are not followed. All conflicts may not be resolved to the satisfaction of one party, or even all parties. The key is communication. To skip steps leaves the very people charged with guiding and nurturing the activities program in a very precarious position. We are confident that conflict resolution, if approached from this perspective can be achieved.

## **Risk Statement**

The health and safety of student athletes is the first priority for the staff and administration at St. Charles West High School. The coaching staff teaches proper techniques and implements procedure to promote safety for every athlete. However, all athletic and many other student activities include an inherent risk of injury. Therefore, it is important that athletes and parents understand and acknowledge the risks attached to participating in interscholastic activities. These risks include but are not limited to the possibility of sprains, fractures, ligament and/or cartilage damage, and/or other injuries that could result in temporary or permanent, partial or complete impairment in the use of limbs, brain damage, paralysis, or even death. Although severe injury is uncommon, this statement is intended to remind and caution parents and athletes of such risk. If athletes or parents have question or concern, they should be directed to the coaching staff, activities director and or building or District-level administration prior to signing the Signature Page, which states that you have read and understand this Risk Statement.

These policies are in effect for the current sports year and may be revisited at the end of each year.

(Revised 8/3/11)

**St. Charles West High School**  
**Code of Conduct Agreement Form**

Student Name *(please print)* \_\_\_\_\_

School Year: 20 - 20

***Athletic/Activities Rules and Regulation and Risk Statement found in the Student Athletic/Activities Code of Conduct Book***

I acknowledge receiving, reading, understanding, and by signing below indicate my agreement with and willingness to abide by the rules and regulations set forth in the Student Athlete/Activities Handbook.

In additions, I have read the risk statement contained in the Student Athlete/Activities Code of Conduct Book and with full knowledge of the risk in participating, it is still my desire to participate in sports/activities. I, along with my parents/legal guardians, certify we have read and understand the statement and affix our signatures as indicated.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Note:** Please keep the copy of the handbook, but return the signature page to your coach/sponsor or the activities office.

Attendance Reminder:

**\*To be eligible to practice or participate in a contest or activity, the student must be in attendance at school all day.**

**\*\*If a student is tardy to the first class of the day by more than ten minutes, the student is ineligible to participate in activities for the day. It is this commitment to education that sets our attendance policy.**