

# PLATTEVILLE SCHOOL DISTRICT



## PLATTEVILLE HIGH SCHOOL ACTIVITY CODE

### **Platteville High School Student Activity Code**

The Platteville School District's primary mission is an educational one. Although extra and co-curricular activities expand upon the educational experience they are not an entitlement. Participation in extra and co-curricular activities is a privilege that requires good academic standing and appropriate personal conduct. The PHS Activity Code identifies academic and attendance eligibility standards and provides a sequence of progressive discipline for personal conduct code violations.

#### **Mission**

Extra and co-curricular activities at Platteville High School develop lifetime skills, which foster emotional, social, intellectual and physical growth. Students who choose to participate assume additional responsibilities as representatives of their school, their families and their community.

## **Purpose**

The purpose of the Activity Code is to establish a uniform code of conduct for Platteville High School students involved in high school extra and co-curricular activities. Any extra and co-curricular activity recognized by the School District of Platteville will be considered an activity under this code.

## **To the Student**

The activities program can be an important part of your high school years. Extra and co-curricular activities provide new opportunities, new experiences and help you develop your interests and skills. Students who participate in the school's extra and co-curricular programs are expected to conduct themselves at all times and in all places, in a positive manner that will bring credit to themselves, their school and their community.

**This code is in effect 24 hours a day and 12 months a year. When you and your parent/guardian sign this code you agree to abide by the regulations and consequences outlined.**

## **Platteville Activity Programs**

Blue Notes, Brass Choir, Dance Team, FCCLA, FFA, Forensics, Fall Play, F-Troupe, Hillmen Strings, International Students Club, Jazz Ensemble, Solo-Ensemble, Literary Magazine, Musical, Model U.N., National Honor Society, Student Council, and Woodwind Choir

## **Platteville Athletic Programs**

Football, Volleyball, Girls' Swimming, Cross Country, Boys' Soccer, Boys' Basketball, Girls' Basketball, Gymnastics, Boys' Swimming, Wrestling, Baseball, Softball, Girls' Soccer, Boys' Golf, Track, and Cheerleading,

## **Levels of Participation**

When looking specifically at athletics it should be noted that it is a progression from the middle school level to the high school varsity level. The emphasis at the middle school level is on skill development, teamwork, strategy, sportsmanship and participation. While skill development, teamwork, strategy and sportsmanship continue to be important and are further developed at the high school level, athletics become more competitive with more of an emphasis on winning. The skill level and developmental level of the athlete is also more important in determining how much an athlete plays and at what level (JVR, Varsity Reserve/JV, Varsity). While we would like to see all students that try out for a team be able to participate, the number of spots and opportunities to play may limit the number of athletes that make a team, and sometimes necessitate coaches to make unpopular decisions who gets to participate.

Athletes that make a **Freshman-Sophomore/JV Reserve team** should all be given the opportunity to participate. This does not mean that all athletes play an equal amount of time. The administration feels that 30 seconds of play at the end of a contest is not an opportunity to participate. Furthermore, not all members of a team may get to play in every game or contest. Playing time is still the decision of the coach.

At the **Varsity Reserve level**, the progression toward varsity athletics continues with an increased emphasis on winning. While every Varsity reserve athlete ("conference regulations allow juniors in some sports to play at the this level, but many times this level is limited to 9th and 10th grade students only) should be given the opportunity to participate, this does not mean that all athletes play an equal amount of time. The administration feels that 30 seconds of play at the end of a contest is not an opportunity to participate. Furthermore, not all members of a team may get to play in every game or contest. Playing time is still the decision of the coach.

At the **Varsity level**, (athletes in grades 9-12, with the best skills in a specific program) being competitive and winning is emphasized more strongly than at any other level. It is the decision of the coach who will play in each game or contest to give the team the best opportunity to be successful. This means, that during the season, some athletes at the varsity level will see considerably less playing time than others on the team. While it is a reality that some varsity athletes may not play, we believe that being a member of the team is still a valuable experience.

### **W.I.A.A. RULES AND REGULATIONS (Athletics and Cheerleaders)**

- Every student must have a record of a medical examination filed in the school office before he or she can compete in a practice or a contest in any sport. The exam must be completed on an every other-year basis, starting with the first year of participation in sports. In those years when a physical is not required, the student must complete and return an alternate card, signed by the student's parents or guardian, stating that the student has not been hospitalized or suffered serious injury or illness since the most recent physical exam. This card is provided by the W.I.A.A. and can be picked up in the front office or Athletic Director's office.
- The student-athlete must be under the age of 19 as of August 1 of any given school year.
- The student-athlete is eligible only in the school district in which his/her parents or legal guardian are legal (physical) residents or through acceptable WIAA provisions (i.e. open enrollment). Exception Home School Student.
- The student-athlete must be an amateur in order to be eligible for school athletics.
- The student-athlete in a given sport may not participate in that same sport in activities outside of the school - either as a team member or as an individual or as an independent entry - during the same time that he or she is participating with the school team.

### **Other Eligibility Requirements**

To be eligible for practice or competition in an athletic activity, the participant must:

- Have on file in the Athletic Director's office:
  - The proper W.I.A.A. card Physical/Alternate Year Card
  - Concussion Parent and Athlete Agreement Form
  - Be cleared from any equipment/uniform responsibility incurred from participation in a previous sport.

- Have a signed statement on file in the athletic director's office stating that the student-athlete and his or her parents or guardian understand and agree to abide by all of the provisions contained in the Athletic Code.
- Have paid the user sports fee
- ALL required concussion testing and documentation completed AND on file (per STATE Law)

## **Scholastic Eligibility Requirements**

### **Academic Standards**

The primary mission of PHS is to provide all students with successful academic experiences. Students that participate in PHS extra or co-curricular activities must achieve and maintain academic success in order to participate. Students must maintain full-time student status and passing grades without any incompletes to be considered eligible to participate in extra or co-curricular activities. Scholastic ineligibility **may not** be appealed.

In order to maintain academic eligibility a student **must not receive any failing grades at the end of a Nine-Week Grading Period/Quarter. An incomplete will be considered a failing mark.**

- **Grade Checks at 4 ½ Week Grading Period** is an awareness time to the student athlete. If a student is failing any given class it is mandatory that they attend study table for a minimum of two weeks (for a minimum of three (3) days per week). At the conclusion of the two-week period students will be responsible to do a grade check and obtain teacher signatures for the grade check.
- **After Two Week Study Table**
  - If a student is passing all classes they are excused from the study table obligation.
  - If the student is still failing they must continue to attend the study table for the remainder of the grading period.
  - Students must attend the study table for the minimum of three (3) days per week.
  - Failure to attend study table will result in ineligibility from competition for 5 school days. Students are able to attend practice but may not compete in an event (Monday Through Friday). **A Saturday is an extension of Friday. A student will regain their eligibility on Monday.**
- **A student who receives one (1) failing grade at the end of a Nine Week Grading Period/Quarter will be suspended from all activities for 15 school days.** Students will be allowed to practice/rehearse but not allowed to compete/perform. Grades will be checked after 15 days and if the student has all passing grades he/she regains eligibility. If the student is still failing a class he/she will remain ineligible for an additional five (5) school days. The student will need to do a weekly grade check until they are passing all of their classes. This process will repeat until the student has regained eligibility.

- **A student who receives two (2) or more failing grades at the end of a Nine Week Grading Period/Quarter and/or has a cumulative grade point of less than 2.0 will be suspended from all activities for 25 school days.** After the 25 school days the student will do a weekly grade check. If the student is still failing they will remain ineligible until they are passing all of their classes.
- Fourth Quarter/Spring Semester Failures
  - A student who receives a failing mark at the end of the 4<sup>th</sup> Quarter Grading Period or Spring Semester may enroll in an equivalent summer class and substitute the grade for the failing mark only if they have failed a semester class. A student can only substitute one grade per summer session. Platteville High School will use the guidelines proposed by the WIAA to determine a student’s eligibility for the Fall Sports Season. Rationale: Athletic Activities begin before school start date of September 1.
- **Fall Sports – When the earliest allowed WIAA game/meet takes place before the first day of classes at a member school, “the maximum ineligibility period shall be the lesser of: a). 21 consecutive calendar days beginning with the date of the earliest allowed competition in a sport; or b). One third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).”**

In those instances where a member school has begun fall classes on or before the date of the earliest allowed WIAA game/meet in a sport, ineligible students in these situations are subject to the standard rule applied when school is in session (15 scheduled school days and nights). In this situation, eligibility is regained **on the school day following the period of ineligibility (16th school day – If the 15<sup>th</sup> school day falls on a Friday the student will regain their eligibility on the 16<sup>th</sup> school day, which will be a Monday)**. Note 1: An interschool scrimmage does NOT count as a game or meet for purposes of this rule. Note 2: If a multi school meet is counted on your schedule as one meet, it also counts, as one meet as it applies to the number of meets an ineligible student must sit out. Note 3: Games/meets at different levels of competition (varsity, JV, freshmen) may NOT be combined to reach the number of meets an athlete must sit out.

When your school year begins **after** the earliest allowed game/meet you may use this chart to determine the period of ineligibility:

**FALL SPORT CHART**

Sport	Boys Soccer	Girls Volleyball	Football	Cross Country	Girls Swimming
Minimum Ineligibility Period 21 Days	8 Games	5 Meets	3 Games	4 Meets	5 Meets
Earliest Allowed Game/Meet - Fall 2017	August 22	August 22	August 17	August 22	August 16

Student Regains Eligibility on this Date or after Sitting Out the Required Number of Meets	September 12	September 12	September 19	September 12	September 6
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### Attendance Standards

Regular school attendance is an important factor in academic achievement. Participants of PHS activities are expected to be in attendance the day before, the day of and the day after a contest or performance.

- An unexcused absence for any part of a school day (i.e. e. tardy, skipping a class, study hall or an entire day) will result in that student being ineligible for the next extra or co-curricular contest or performance. **Platteville High School defines an unexcused absence of missing 20 minutes of class time or more.**
- For any absence to be considered an excused absence the attendance officer must receive a phone call or written notification/e-mail from the student’s parent.
- A student must be in attendance **for four (4) school periods** to be considered eligible to participate in a practice, contest or performance on the same day (Hillmen Pride is not considered a school period). The absence must be an excused absence. Please note a doctor’s appointment is an excused absence.

### Personal Conduct Requirements

Character counts at PHS and lack of character as demonstrated by inappropriate personal conduct is considered a violation of the Activity Code. A student’s conduct is bound by this Code at all times during the calendar year. If a student is not involved in an activity at the time of the violation, enforcement begins at the start of the student’s next activity. Personal conduct violations and corresponding consequences are outlined below. Violations of the Code can accumulate through the student’s high school career; however, after one calendar year during which there are no other violations, one violation will be removed from a student’s personal conduct history. **The administration reserves the right to suspend a student athlete for an event if the student’s conduct/actions is not satisfactory to school rules.**

### Violations of the Code Include Conduct Unbecoming of a Platteville High School Student Representing the School District:

#### These will include but are not limited to the following:

- Violations of the PHS Student Conduct and Discipline Plan that results in an out of school suspension.
- Academic dishonesty
- Assault, battery, bullying or hazing that causes mental/bodily harm or creates a credible threat of mental/bodily harm

- Pending the results of an investigation as required by Board policy, participation in any form of harassment
- Use of performance enhancing substance(s) when not prescribed for a medical issue
- Verbal or physical aggression towards an official
- Being present without your parent/guardian at a place/event where alcohol, tobacco and/or drugs are being used illegally
- Possession or consumption of alcohol, tobacco or illegal drugs when reported by law enforcement or other credible observers (Exception – the ceremonial/religious use of alcohol.) If a student violates this regulation a second time the student must undergo a formal drug/alcohol assessment conducted by an approved agency.
- **\*\*Supplying or hosting a gathering where alcohol, tobacco and/or drugs are available and are being used illegally (\*\* This violation/offense will result in a 2/3 of the season suspension and be considered violation number two (2) for the first offense. If a student already has a conduct violation/offense and they are found to be supplying/hosting a party they will be at the 3<sup>rd</sup> level of violations/offenses. In essence supplying/hosting a party the consequence will be doubled.)**

### **Honesty/Obligations**

- A student found to be dishonest during the investigation process when questioned about a possible activity code violation will have their consequence/penalty doubled.
- A student must be free of academic violations before a personal conduct violation can be served. Students can't serve the consequences concurrently.

### **Activity Penalties/Consequences**

**1<sup>st</sup> Violation** – Immediate suspension from all competitions/performances for  $\frac{1}{3}$  - 33.3% of the regularly scheduled contest/events. Loss of honors of the school for one calendar year. The student must attend all scheduled practices and events. If a code violation occurs outside of a student's activity season, then the suspension will be served during the next activity. Students are not eligible to begin an activity after the first practice/rehearsal in order to serve a suspension. In other words, a student may not go out for a sport or join an activity after the first day of practice to serve the suspension. The suspension will also not be considered to be served if the student quits before the season is complete.

**2<sup>nd</sup> Violation** – Immediate suspension from all competitions/performances for  $\frac{2}{3}$  - 66.6% of the regularly scheduled contest/events. Loss of honors of the school for one calendar year. The student must attend all scheduled practices and events.

**3<sup>rd</sup> Violation** – Immediate suspension from all activities for one (1) calendar year and loss of all honors for one calendar year.

**Note: A student will need to serve one activity code violation before they can serve a second code violation. The violations cannot be served concurrently.**

### Violation Chart

Violation	Athletics	Activities
<ul style="list-style-type: none"> <li>• Drug/Alcohol Offense Use Possession</li> <li>• Attendance at a Drug/Alcohol Party</li> <li>• Tobacco</li> </ul>		
1st Offense	1/3 or 33.3% of Contests in season	1/3 or 33.3% of Contests in season
2nd Offense	2/3 or 66.6% of Contests in season	2/3 or 66.6% of Contests in season
3rd Offense	Participation privileges revoked for one calendar year	Participation privileges revoked for one calendar year
Hosting a gathering where alcohol, tobacco and/or drugs are available and are being used illegally	Athletics	Activities
1st Offense	2/3 or 66.6% of Contests in season	2/3 or 66.6% of Contests in season
2nd Offense	Participation privileges revoked for one calendar year	Participation privileges revoked for one calendar year
All other personal conduct violations	Athletics	Activities
1st Offense	1/3 or 33.3% of Contests in season	1/3 or 33.3% of Contests in season
2nd Offense	2/3 or 66.6% of Contests in season	2/3 or 66.6% of Contests in season
3rd Offense	Participation privileges revoked for one calendar year	Participation privileges revoked for one calendar year



## Sport Season Chart

<b>Sport - Maximum Number Events</b>	<b>⅓ or 33.33% of Season</b>	<b>⅔ or 66.66% of Season</b>
<b>Baseball - 26 Games</b>	<b>9 Games</b>	<b>18 Games</b>
<b>Basketball - 22 Games</b>	<b>7 Games</b>	<b>14 Games</b>
<b>Cross Country - 11 Meets</b>	<b>4 Meets</b>	<b>8 Meets</b>
<b>Football - 9 Games</b>	<b>3 Games</b>	<b>6 Games</b>
<b>Golf - 15 Matches</b>	<b>5 Matches</b>	<b>10 Matches</b>
<b>Soccer - 25 Games</b>	<b>8 Games</b>	<b>16 Games</b>
<b>Softball - 26 Games</b>	<b>9 Games</b>	<b>18 Games</b>
<b>Swimming - 15 Meets</b>	<b>5 Matches</b>	<b>10 Matches</b>
<b>Volleyball - 15 Games/Days</b>	<b>5 Games</b>	<b>10 Games</b>
<b>Track and Field - 20 Meets</b>	<b>7 Meets</b>	<b>14 Meets</b>
<b>Wrestling - 14 Matches</b>	<b>5 Matches</b>	<b>10 Matches</b>

### Detention/Discipline Obligations

1. Any student receiving an out-of-school suspension will be immediately suspended from all competitions/performances. The student will receive a code violation for their actions. The violation level/offense will be determined from their previous behavior history.
2. Any student serving an in-school suspension will be ineligible to practice or participate in a game/contest/performance for at least that day.
3. Discipline obligations not met in a timely fashion as determined by the principal's office will result in a violation of the PHS Activity Code, and the ineligibility will be determined under the violation chart.
4. Students may not be on school grounds during in school or out of school suspensions, therefore, no participation in any meetings, practices, or events until the suspension is served.
5. Penalties will carry over into the second sport season or co-curricular activity if the suspension is not completed in the original season or from one school year to the next.

### Honors of the School (1 Calendar Year)

- Platteville High School believes that honors of the school should be reserved for students that exhibit high standards of conduct and serve as role models for their

peers. Therefore, code violations will result in loss of School Honors for one (1) calendar year. These may include but are not limited to officers of clubs or organizations, Prom and Homecoming Court members, MCs for Homecoming and Prom, graduation speakers, class officers, Badger and Boys and Girls State, Teen of the Week, and All-Star Game Participant.

### **Season Awards**

- Activity code violations will result in the loss of all school sponsored award privileges for that season in which the violation occurred (**not a calendar year**). These school-sponsored awards may be but are not limited to team/special awards such as: MVP, Most Improved, Captain, All-Star Game Participant.

### **Self-Referral**

- A student will be allowed one self-referral during their high school career. The referral must be made to an administrator or guidance counselor within 48 hours from the time of the violation or the end of the next school day (whichever comes first). When a student self-refers the penalty for the violation will be reduced by 50%.
- A student cannot self-refer when a citation/ticket has already been issued by a law enforcement agency.

### **Appeal Procedure**

There are three levels of appeal that a student and his/her parents/guardians can pursue:

1. Principal - The appeal must be presented in writing to the building principal within five (5) calendar days from the date the determination of the violation is sent by the building administrator. The principal will act on the appeal (convene the hearing committee) within five (5) calendar days. Notification in writing of the result of the appeal will be sent within this five (5) day period. The individual who has sought the first step in the appeal may appeal pursuant to step two below.
2. Superintendent of Schools - The appeal must be submitted in writing to the superintendent within five (5) calendar days of the date the principal sends notification of the determination of the initial appeal. The determination by the superintendent shall be sent in writing within ten (10) calendar days of the receipt of the appeal. If the individual wishes to appeal the determination of the superintendent, he/she shall follow the procedures set forth in step three below.
3. Board of Education - The appeal must be submitted in writing to the Board of Education within five (5) calendar days of the date of the determination by the superintendent. The Board of Education shall consider the appeal in closed session within ten (10) calendar days of receipt of the appeal. Notification of the Board's decision will be within five (5) calendar days of the closed session. The decision of the Board of Education shall be final.

## **Conflict Resolution**

Students who participate in more than one activity sometimes find themselves having a conflict, obligation-wise, when a co-curricular event is scheduled the same date as an athletic event. Because of the number of events scheduled, a conflict of this nature is sometimes unavoidable. An ideal resolution to a conflict where a student has two obligations would be to have the affected parties (the student, the coach, and the director) meet and attempt to arrange for the student to participate in both activities. When the situation can only be resolved by choosing one activity over the other, the procedure should be as follows:

1. Student makes coach/director aware of the problem.
2. Student confers with parent and chooses his/her participation preference and notifies both the coach and director of his/her decision.
3. Both coach and director will accept the decision of the parents/guardians and student.
4. The choice will not affect continued/future participation in any activity.
5. Students that are involved in a curricular activity that affects their grade (e.g. concerts) are expected to meet those obligations.

The philosophy of the PHS is to encourage students to participate in a variety of activities that will enhance their education and provide personal growth. Their educational growth, not the immediate success of the activity, is paramount. There is educational value in allowing students, along with their parents/guardians, to make choices and decisions. The school will be supportive of students' choices.

## **Doctor Release**

If a student athlete has a doctor's order/note restricting them from participation in a practice, event/competition, or activity due to an injury/illness, the coach/advisor will follow those instructions. However, the student will need to be cleared by a doctor or athletic trainer in order to resume participation. This should be in the form of a written document signed by a doctor or athletic trainer.

## **Non-athletic Activities**

1st Violation – 1/3 of the events

2nd Violation – 2/3 of the events

3rd Violation - Participation privileges revoked for one calendar year

Therefore, when a violation occurs involving a student that is participating in a non-athletic activity the principal, activities director and the advisor/sponsor of the activity will have the authority to define what an event is and amend the consequences of the Code in such a way that is practical. Although the Activity Code as written can apply to many of the activities sponsored by PHS, the committee recognizes that the code will not be equitable in some situations involving students participating in non-athletic activities.