

**Co-Curricular and Extra-Curricular Activities  
Eligibility and Code of Conduct**

**CO-CURRICULAR AND ATHLETIC PROGRAMS AND HIGH SCHOOL  
ELIGIBILITY REQUIREMENTS**

~~The Board encourages students to participate in extra-curricular and athletic activities, provided that academic and behavioral guidelines established by schools are met.~~

Participation in the School Department's co-curricular activities and extra-curricular activities is a privilege, subject to compliance with eligibility rules and conduct expectations. As representatives of the schools, students are expected to exhibit appropriate behavior at all times. This policy is intended to support the physical, social and emotional well-being of students and to promote healthy, enriching and safe co-curricular and extra-curricular opportunities for all students.

**A. Eligibility Requirements**

1. Students must meet all eligibility requirements of the Maine Principals Association for participation in athletics. For other activities, such as admittance into the National Honor Society, any eligibility requirements of the applicable organization must be met.

2. Academic Eligibility

a. All students entering ninth grade must meet these academic eligibility requirements. The third trimester/fourth quarter grades determine eligibility, not the year-end grade.

b. High School students passing all courses in which they are enrolled are eligible to participate in extra-curricular and athletic programs activities.

~~Any~~1. A student failing one (1) course in a quarter will be placed on academic probation and will remain on probation until the next ranking period, at which time his/her standing is will be reassessed as determined by based on the quarter grade, not on the semester or final grade. Any course failure in the quarter following probation will result in immediate ineligibility.

2. A student on academic probation is allowed to continue program participation during the probationary quarter providing that:

- A recovery plan is developed (a recovery plan ~~is to~~must be initiated by the student, developed in conjunction with the teacher, and focused on positive, corrective action to achieve a passing grade in the failed course) within ~~2~~two weeks from the beginning of the quarter. Coaches/~~co-curricular~~ advisors are also encouraged

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to participate in the development/monitoring of the recovery plan;  
and

- ~~the~~ If a recovery plan is not developed and implemented ~~with the student's full participation/compliance~~ (absent a recovery plan within two weeks from the timeline specified beginning of the quarter, or the student non-compliance fails to comply with the plan, the student will result in immediate ineligibility for the duration of the quarter). be immediately ineligible.

~~Any~~ 3. A student failing two (2) or more courses in one quarter is immediately ineligible to participate in extra-curricular and athletic programs. A student remains ineligible until the next ranking period, at which time his/her/his standing is reassessed as determined by the quarter grade, not the semester or final grade.

~~This policy includes, but is not limited to, the following co-curricular activities and school sponsored clubs and activities:~~

- ~~Speech & Debate~~
- ~~Drama~~
- ~~Students Activities Council~~
- ~~Math Team~~
- ~~Yearbook Staff~~
- ~~Natural Helpers~~
- ~~Footlighters~~
- ~~French and Spanish Clubs~~
- ~~Cultural Exchange Club~~
- ~~use of unscheduled class time for seniors (beginning with grades recorded in the last quarter of the junior year)~~

~~All students entering the ninth grade must meet the requirements set forth by Cape Elizabeth High School.~~ 3. Before a student may try out, practice or participate in athletics, he/she must have proof of medical insurance coverage, a signed parental permission and a signed co-curricular/extra-curricular rules acknowledgement [Note: will there still be one?]. Students in 9<sup>th</sup> and 11<sup>th</sup> grades must also have documentation of a physical examination within the previous 12 months. All 10<sup>th</sup> and 12<sup>th</sup> graders must submit a health questionnaire signed by a medical practitioner.

4. A student-athlete and his/her parent/guardian must inform the coach in writing prior to a season if the student is on a travel or other sports team during the season. A student may

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not participate in two school sports in one season. A student may change sports during a season only with the consent of both coaches and the Athletic Administrator.

### B. Attendance Expectations

1. Participants are expected to come to school ready to learn on all scheduled school days. Any student who misses any portion of the school day unexcused may not participate in co-curricular or extra-curricular activities that day. In order to participate in a game, practice or other activity, a student must arrive at school no more than 15 minutes after the start of classes and remain in school for the entire day. The only exceptions are for pre-scheduled or emergency medical appointments, driver's license tests or other similar appointments.
2. A student who misses an athletic practice in order to receive extra academic help or make-up work in academic subjects will not be penalized in regard to game playing time status.
3. A student in athletics must attend seven days of practice to be eligible to participate on school-sponsored teams and play in a game.
4. Any school disciplinary consequence such as detention has priority over co-curricular or extra-curricular activities.
5. Students suspended from school shall not practice, participate, attend or compete in co-curricular or extra-curricular activities. It is the third trimester/fourth quarter grade of the eighth grade year during the suspension.

### C. Conduct Expectations

1. Students are required to abide by all Board policies, school rules and any additional rules, and/or training guidelines imposed by coaches or advisors. Any additional rules and/or training guidelines must be consistent with Board policies and be approved by the administration.
2. Student use of alcohol, drugs and tobacco is illegal and negatively affects student health, safety and performance. Students participating in co- and extra-curricular activities carry a responsibility to themselves, their fellow students, coaches/advisors, parents and school to set the highest possible example of conduct, sportsmanship and training, which determines a student's eligibility, not the includes avoiding any involvement with alcohol, drugs and tobacco. Therefore, students participating in co-curricular and extra-curricular activities may not engage in the prohibited conduct described in Policy JICH (Student Alcohol, Drug and Tobacco Use) at any time or place from the beginning of the student's first co-curricular or extra-curricular activity of the school year (including

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*pre-season) through the end of the school year (including any tournaments, championships and associated activities).*

- a. The administration will investigate any credible information or reports that the Board's policies concerning alcohol, drugs and tobacco may have been violated.
- b. A student may self-report a violation of this policy to an administrator within two school days and not forfeit the opportunity to participate in co-curricular or extra-curricular activities. This option is only available once in a student's High School career. A self-report may not be made after the school has received a report of a possible violation. The student must meet with a school social worker or guidance counselor and comply with any action plan developed. If the student fails to comply, the disciplinary consequences below may be imposed.
- c. The following consequences are in addition to any other consequences imposed for violations of Policy JICH. Consequences carry over to the next season, activity and school year-end grade as necessary. Students will be referred to a school social worker or guidance counselor and must comply with any action plan developed or face additional consequences.

Legal Students under team/activity suspension may attend activities or practices, but may not dress or play in a game or other activities of the particular team, club or group.

- First Violation in a School Year [Note: Another approach is to make violations cumulative over a student's high school career.]

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Athletics – Forfeit participation in the next two countable contents if the team has fewer than 10 total contests in a season excluding playoffs, or the next four countable contests if the team has ten or more countable contests in a season, excluding playoffs. If the student is not involved in athletics at the time of the violation or there are not enough contests remaining, this consequence carries over to the next athletic activity in which the student participates. Loss of captaincy.

Other Activities – Forfeit participation in the next two competitions, performances or major activities of the group. If the student is not involved in activities at the time or there are not enough activities remaining, then this consequence carries over to the next activity in which the student participates. Loss of leadership position.

- Second Violation in a School Year

Athletics – Forfeit participation for the remainder of the season and post-season activities. If there are fewer than eight/four countable contests remaining at the time of violation or the student is not involved in athletics at the time, the consequence shall carry over to the next athletic activity in which the student participates. Loss captaincy, honors, awards.

Other Activities – Forfeit participation in all competitions, performances or major activities of the group for three months. If the student is not involved in activities at the time or there are not enough activities remaining, then this consequence carries over to the next activity in which the student participates. Loss of leadership positions, honors, awards.

- Third Violation in a School Year

Forfeit participation in all activities for the remainder of the school year. If the offense occurs within three months of the end of the year, the consequence carries over to the first quarter of the following year (or whenever the next time a student wishes to participate in activities).

3. Other improper conduct by students at school or out of school, whether or not covered by specific Board policies and school rules (including criminal activity) shall be reviewed by the administration. The administration will determine whether any consequences such as suspension from co-curricular or extra-curricular activities and/or forfeiting of leadership positions and/or honors is warranted, based on the facts of the particular case.

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4. Students are responsible for all equipment and uniforms issued to them by the school. The cost of replacing damaged or lost equipment/uniforms will be the responsibility of the student. Students may only wear uniforms and use equipment in connection with the activity for which it was issued. Students may not try out for or participate in new activities until all equipment and/or uniforms have been returned or paid for.

**D. Appeal of Suspension**

1. A student who wishes to appeal a suspension from a co-curricular or extra-curricular activity must first discuss the matter with his/her advisor or coach.

2. Following that discussion, if the student and his/her parent/guardian wish to appeal the suspension, it must be done in writing to the Athletic Administrator or Principal within three school days of notice of the suspension decision. The Athletic Administrator or Principal will conduct any investigation he/she deems advisable and render a decision, in writing, to the student and his/her parent/guardian within three school days. The Principal or Athletic Administrator’s decision is final.

3. The student shall remain under suspension during the appeal process.

Cross Reference: ~~Title 20A, MRSA Sec 4007~~ JICH – Student Alcohol, Drug and Tobacco Use

CROSS REFERENCE:

~~JICH – Substance Abuse~~

~~ADOPTED: October 9, 1984~~

~~Revised: October 11, 1994~~

~~Revised: September 10, 1996~~

~~Revised: March 10, 1998~~

~~Recoded: June 1998~~

~~Revised: May 11, 2000~~

~~Revised: May 8, 2001~~

JICH-R – Student Alcohol, Drug and Tobacco Use Administrative Procedure

JIC – Student Code of Conduct

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