

# San Saba ISD

## CODE OF CONDUCT EXTRA-CURRICULAR CO-CURRICULAR ACTIVITIES

*Guidelines to assist students in making choices and taking responsibility for their actions.*



## *Our Purpose*

The San Saba Independent School District provides extra-curricular and co-curricular programs for the benefit of our students. We believe that participation in extra-curricular and co-curricular programs can provide students an opportunity to learn many things not available to them in the classroom. Students are encouraged to participate in all extra-curricular and co-curricular activities. It is recognized that some of the following rules are stricter than for the general student body. However, participants are expected to accept and to follow the established rules. Violation of the rules will result in corrective and/or disciplinary action. All known facts and circumstances will be taken into consideration when determining what action will be taken. Students may be disciplined or dismissed from the extra-curricular and co-curricular programs for violation of these rules.

## **Statement of Intent**

The following statements are prepared by the District's Extra-curricular/Co-curricular Code of Conduct Council, which consists of teachers, coaches, students, counselor and parents. It is their intent to establish as much uniformity as possible in the handling of the extra-curricular/co-curricular guidelines in SSISD.

- Participants and their parents will be required to sign a statement indicating that they are aware of the significance of these guidelines. This acknowledgment must be signed and returned to the program coach/sponsor before a student can participate. One acknowledgment a year is adequate. This signed agreement is in effect for one year from the signing date.
- Participants and their parents must be aware that the main degree of prevention lies in the hands of the participant. The coach/sponsor will be bound by these guidelines.
- The coach/sponsor will be required to administer these guidelines fairly.
- The coach/sponsor must:  
Inform all participants under his/her responsibility of these rules and be responsible for the returned, signed acknowledgement.
- Apply rules and punishment fairly.
- Inform parents when a participant is involved in an injury or incident involving discipline or violation of policy.

## **General Guidelines**

- Participants are representatives of San Saba ISD. Participants are expected to conduct themselves with dignity. Respect in the classroom toward fellow students and teachers are necessary. Participants are leaders and are expected to act beyond the standards of conduct of other students. Participants must realize that because of their prominent role in San Saba ISD, their conduct must be above and beyond question at all times on or off campus
- Participants must meet the minimum grade standards of UIL and TEA. At the present, a participant must be passing "all subjects" with a 70 average at the end of each nine (or six) weeks grading period. Those having trouble meeting these standards can be required to attend extra study periods.
- If a participant starts an extra-curricular or co-curricular activity and quits, he/she will not be allowed to start a second activity until the original activity has concluded. Any exception to this rule must be appealed to the Athletic Director, Band Director or activity sponsor.
- In the case of athletics, the sponsoring coach and athlete will be present. If a participant quits a second time, the decision is final.
- Any participant placed "in-school suspension" may be subject to further disciplinary action by the coach/sponsor and/or Athletic Director or Band Director. On the second report from a teacher of misconduct in a class, the participant is subject to disciplinary action by his/her coach/sponsor and is not allowed to participate in San Saba ISD sponsored activities or games. Any student who is in DAEP will not participate in school activities including practices, games and school sponsored activities.
- Participants are expected to maintain a favorable attitude and conduct during off-season athletic periods or non-participation times. If the attitude and conduct of the participant becomes a detriment to the "good of all", the participant may be dismissed. Dismissal of this type would be considered the same as quitting an activity since both are attitude problems.
- Any participant found guilty of an unlawful act by law enforcement agencies is subject to serve punishment and/or subject to permanent exclusion from the entire program. Any athlete who is issued a

citation from law enforcement for alcohol or drugs and postpones athletic disciplinary measures to “fight the ticket” will remain ineligible until the charge is cleared up. The athlete does have the option of accepting and completing the required suspension and punishment to avoid longer time missed from the sport.

- If a participant misses practice, the participant or the participant’s parent must notify the coach/sponsor of the reason in advance. Failure to do so may result in the participant being held out of the next contest or performance. If a participant has an unexcused absence from school, he/she will be held out of the next contest or performance. If a participant is absent from practice, it may be necessary for he/she to make up to their teammates with extra work for time missed. No participant will be allowed to compete that was absent any time on the date of the contest or performance that was not pre-approved. **If they are sick and return to school they will need a note from the doctor’s office.**
- Participants are expected not to “yell” or extend their arm/leg or throw anything from or inside a team bus. **Horseplay involving the emergency exit handle and unloading buzzer will not be tolerated.** Participants will keep clean and respect the bus in every way.
- Any participant found guilty of stealing or willfully destroying school property of a fellow student is subject to punishment of dismissal from the program. This includes the taking of or destroying of property of other schools **or other individuals within the community.**
- School Board policy states that alcohol and tobacco products are prohibited on school property. Participants will abide by this policy at all times or expect to be disciplined.
- School policy provides a hair and dress code (found in the student handbook) for San Saba students. Participants will abide by and be a step above this policy at all times. Participants are expected, when traveling as a team, to “dress up” for this occasion as deemed necessary by their coach/sponsor.
- **We stress the “TEAM” concept and expect members of the team to travel to and from the contest as a TEAM. Anyone wishing to ride home with parents will have to get approval from the coach/sponsor the day before. A form will be available that will need to be completed prior to the day of the contest.**
- **Caps are expected to be worn with the bill facing forward.**
- **Tattoos that are visible while in a team uniform will be expected to be covered.**

### **In-Season Guidelines**

No student is obligated to take part in extra-curricular or co-curricular programs, nor is it required for graduation. It is stressed that this is a privilege and the coaches, sponsors and administrators have the authority to revoke this privilege when requirements are not met by the student participant. It is suggested that all student participants place themselves on the “Honor System” and report themselves when a mistake is made. To do so indicates a desire to do right and that they have concern for the welfare of the team or squad. All participants are expected to accept their coach/sponsor’s judgment regarding the handling of any case. The conduct of a participant is closely observed in many areas of life. It is important that their behavior be above reproach in all of the following areas:

- Curfew – Will be left up to discretion of the coach/sponsor and/or team or squad of each sport.
- Smoking – Tobacco is proven unhealthy and its use will not be tolerated.
- Attendance at Parties  
It is noted that attendance at “parties” where alcoholic beverages are being served is not recommended. Participants must be aware that “good intentions” are often off set by peer pressure and that the “rumor mill” will often have them guilty through association and could make it necessary that they prove their innocence.
- Minor-in-Possession/Consumption  
If a participant is charged with a “minor-in-possession/consumption” he/she will be subject to penalties. A participant is reminded that this is nearly impossible to prove innocence. Therefore, the best course of action is to avoid these circumstances.
- Alcohol  
Although accepted by a certain percentage of the American society, the drinking of alcoholic beverages is dangerous, unhealthy, unlawful for teenagers and incompatible with desirable training programs for extra-curricular and co-curricular activities. A participant, who, by consuming alcoholic beverages, is willing to jeopardize his/her own and his/her own and his/her teammates’ chances for success during the season, has shown that he/she cares little for either. They have further shown that they are very easily misled or that their program is not important to them or both.

Therefore drinking of alcoholic beverages by participants will be judged as such by their coaches/sponsors and dealt with in the following manner:

- ◆ **First Offense of the year (August 1 – July 31)**
  1. Suspension for one week from all contests or performances during that week.
  2. Participant will be assigned extra work by coach/sponsor. All activities will be standard in the extra work assigned.
    - a. Able-bodied students will be assigned 500 stands to be done at Rogan Field.
    - b. Students with injuries that would prohibit them from running stands will be assigned alternative work by the coach or sponsor.
    - c. All extra work must be completed before the student will be allowed to compete or perform.
  3. Probation for the rest of the year.
- ◆ **Second Offense (7<sup>th</sup>-12<sup>th</sup> grade)**
  1. Automatic suspension for two weeks. No contests or performances during those two weeks.
  2. Participant will be assigned double work of the initial punishment by coach/sponsor.
- ◆ **Third Offense (7<sup>th</sup>-12<sup>th</sup> grade)**
  1. Participant will be suspended and removed from the entire program for the remainder of the year.
  2. Participant is on probation the rest of high school years and any subsequent violation will mean permanent suspension.
- ◆ **Fourth Offense (7<sup>th</sup>-12<sup>th</sup> grade)**
  1. If there is a fourth offense in a person's secondary school years, the person will be permanently removed from all extra-curricular/co-curricular programs.

- **Drugs**

A person's performance in mental and physical capacities has been proven time and again to be affected adversely by the use of both legal (medicine both prescribed and over the counter) and illegal drugs. A participant using legal drugs as medicine must inform his/her coach/sponsor of such action and his/her parents and/or doctor will be consulted. Illegal drugs of any type, including narcotics, marijuana, hallucination agents, sedatives and amphetamines are never acceptable. Due to the illegality of obtaining and using these drug types, a participant violating these rules is subject to a more severe penalty.

### **Drug Testing Program**

The District shall implement a drug-testing program with the following objectives:

1. To provide a deterrent to drug and alcohol use for students in grades 7-12.
2. To ensure the health and safety of students representing the District in any extracurricular activity.
3. To provide a drug education program for those students who test positive for drug and alcohol use and for those students who are at risk for drug use.

### **Conditional Participation**

As a condition of participation in extra-curricular activities, each student and his/her parent/guardian must sign an acknowledgment form that the student may be randomly tested for drugs and alcohol before or during the school year or extended period in which the student participates in a extra-curricular program. If a student or his /her parent/guardian refuses to permit the drug testing to be performed, the student shall automatically be removed from all extracurricular programs.

### **Counseling**

The District shall contact the student and her/her parent/guardian when a student tests positive for drugs, and the District will assist in identifying counseling resources for the student as is deemed appropriate.

### **Random Testing**

All students who are actively involved in extra-curricular activities in the District in grades 7-12 shall be subject to the testing program.

A minimum of ten students involved in extra-curricular activities shall be randomly tested at least four times per school year. Any positive test shall be confirmed by a second more definitive test before being reported as positive. When a test has been confirmed as positive, the student shall be subject to the discipline listed in this policy according to the first, second and third offense.

Screening shall be by an independent laboratory using a urinalysis test. The specimens shall be sent to an independent certified laboratory for processing. The laboratory shall notify the District of the results. All specimens shall be identified by the student's social security number.

All positive screening shall be confirmed by student admission and/or an additional test from a split sample that may include gas chromatography/mass spectrometry testing by an independent laboratory.

Failure to produce a test sample shall be considered a positive screening. Refusal to produce a sample shall constitute a positive screening.

Any student refusing to be tested shall be referred to the appropriate faculty member with the possibility of removal from extra-curricular programs.

Testing shall be administered by a certified collection technician.

Each student randomly selected shall be required to provide a urine sample to the technician within two hours of notification.

### **Drugs Eligible for Testing**

Students shall be tested for the following drugs: Substances specifically tested for will include substances that are illegal to buy, possess, use, sell, or distribute under state or federal law, including prescription drugs and alcohol. These substances include marijuana, cocaine, methaqualone, benzodiazepines, phencyclidine (PCP), methadone, barbiturates, propoxyphene, amphetamines, opiates, and metabolites of any of these substances; and performance enhancing substances.

### **Student Rights and Responsibilities**

#### **Interrogations and Searches**

#### **Confidentiality**

The collection and coding of specimen samples shall be executed in a manner ensuring total confidentiality and proper identification.

Test results shall be made known only to the student and his/her parent/guardian, drug-testing administrator, faculty member, principal, and Superintendent.

#### **Sanctions for Positive Testing**

All offenses are cumulative for the student's career.

The following disciplinary measures shall be taken for any student testing positive as defined by this policy.

- **First Offence**

For the first offence, the parent/guardian shall be notified to discuss the student's sanctions in a face-to-face meeting. The student shall be suspended from participation in extracurricular program competitions and practices and shall be required to successfully complete a drug education program. In addition, the student shall be subject to disciplinary action as stated in the Student Code of Conduct and/or in the Code of Behavior for any extra-curricular programs in which he/she participates. The principal must approve reinstatement for all programs.

The parent/guardian of the student shall be responsible for any fees associated with a drug assistance program. Upon completion of the drug education program, the student will be retested and must be clear of any drugs before reinstatement to extra-curricular programs will be considered.

Any student who is reinstated after testing positive and completing the requirements of the suspension period shall be retested at the District's expense the next four testing times even if those testing times cross over to the next school year.

- **Second Offense**

For the second offense, the parent/guardian shall be notified to discuss the student's sanctions in a face-to-face meeting. The student shall successfully complete a drug education program. The student shall be suspended from extra-curricular program competitions and practices for the remainder of the school year. If the occurrence happens in the last nine weeks of the school year, the suspension will carry over to the next school year until the end of the first nine-week period. The student will be retested and must be clear of any drugs before reinstatement to extra-curricular programs will be considered. In addition, the student shall be subject to disciplinary action as stated in the Student Code of Conduct and/or in the Code of Behavior for any extra-curricular programs in which he/she participates.

The principal must approve reinstatement for all programs. The parent/guardian of the student shall be responsible for any fees associated with a drug assistance program.

Any student who is reinstated after testing positive and completing the requirements of the suspension period shall be retested at the District's expense the next four testing times even if those testing times cross over to the next school year.

- **Third Offense**

For the third offense, the parent/guardian shall be notified to discuss the student's sanctions in a face-to-face meeting. The student shall be suspended from extra-curricular activities, competitions, and practice for the rest of his/her secondary school career. In addition, the student shall be subject to disciplinary action as stated in the Student Code of Conduct.

- **Appeals**

A student or parent may appeal the consequences for a confirmed positive drug test result in accordance with FNG(LOCAL). A student's suspension from participation in extra-curricular activities as a consequence of a positive drug test result shall not be deferred pending the outcome of an appeal.

- **Steroids**

State law prohibits students from possessing, dispensing, delivering, or administering an anabolic steroid. Anabolic steroids are for medical use only and only a physician can prescribe use. Body building, muscle enhancement, or the increase of muscle bulk or strength through the use of an anabolic steroid or human growth hormone by a healthy student is not a valid medical use and is a criminal offense. Students participating in The University Interscholastic League (UIL) athletic competition may be subject to random steroid testing. The University Interscholastic League (UIL) has established disciplinary action for any student that tests "positive" for steroid use. Extra work may be assigned by the coach/sponsor.

#### Out-Of-Season-Guidelines

- Curfew - Responsibility of parents/guardians.
- Smoking - Same as noted in In-Season Guidelines.
- Attendance at Parties – Same as noted in In-Season Guidelines.
- Minor-in-Possession - Same as noted in In-Season Guidelines.
- Alcohol - Same as noted in In-Season Guidelines.
- Drugs - Same as noted in In-Season Guidelines.

*Acknowledgment*

**San Saba ISD  
Code of Conduct  
Extra-curricular and Co-curricular  
Activities**

The San Saba Independent School District does not discriminate on the basis of race, religion, color, national origin, sex or handicap in providing education services. Leigh Ann Glaze, Superintendent of Schools, has been designated to coordinate compliance with the nondiscrimination requirements of Title IX and of Section 504 of the Rehabilitation Act.

I understand and consent to the responsibilities outlined in the District’s Extra-curricular/Co-curricular Code of Conduct. I also understand and agree that my child shall be held accountable for the behavior and consequences outlined in the District’s Extra-curricular/Co-Curricular Code of Conduct. I understand that any student who violates the District’s Extra-curricular/Co-Curricular Code of Conduct shall be subject to disciplinary action.

The following signatures indicate that student and parent/guardian have read the San Saba Independent School District District’s Extra-curricular/Co-curricular Code of Conduct and are familiar with its contents. After signing and dating, please return to coach/sponsor.

\_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student

\_\_\_\_\_  
Grade

*If you have difficulty understanding any information in this document, please contact the school office.  
(Siusted tiene dificultad en comprendiendo esta informacion en el manual, porfavor e ponerse en contacto con la oficina).*