

**ELLSWORTH SCHOOL DEPARTMENT****HIGH SCHOOL CO-CURRICULAR ACTIVITIES**

The Ellsworth School Department Board (ESDB) believes that student co-curricular activities (CCA's) are an integral part of high school education and are used as a means of developing wholesome attitudes and good interpersonal relations as well as knowledge and skills.

Although these activities often require as much careful planning and supervision as student experiences in academic subject areas, it is important that co-curricular activities participation not take precedence over academics or jeopardize student achievement. The ESDB has established eligibility, sportsmanship/citizenship standards and other requirements in order to provide quality co-curricular experiences for all high school students.

For the purpose of this policy: "co-curricular activity" and "activity" refer to any school-sponsored activity, athletic and non-athletic, for which a grade is not received; "physician" includes physicians, dentists, and other licensed health professionals when prescribing/performing within the scope of their licensed authority; "advisor" refers to an activity's coach, director or advisor; and "parent" refers to the student's parent or guardian.

Participation in CCA's is a privilege, not a right. Before a student may participate in any co-curricular program during the current school year, he/she must acknowledge by signature that he/she has read and understands the terms of this policy and agrees to comply with them. The student's parent must also acknowledge by signature that he/she has read the policy and understands that the student's participation in any CCA is subject to the terms of this policy. Only one student and parental acknowledgement will be required per school year.

**GENERAL REQUIREMENTS:****A. Medical Approval**

## 1. Athletics

All Ellsworth School Department CCA participants must have a physical examination by a licensed physician, at their own expense, prior to participating in interscholastic or intramural athletic activities. Student participants will be required to have a physical examination annually. The previous provision notwithstanding, additional physical examinations may be required, at parent or guardian expense, by the building administrator if the student's coach, athletic director, or building administrator are concerned about the effect of continued participation on the student's health, based on observation of the student in practice or competition. In the event of an injury which precludes participation in athletic activity, the student's physician and parent must provide written approval before the student may resume participation.

## 2. Non-athletics

In the event an illness or injury precludes participation in non-athletic CCA's, the student's physician and parent must give written approval before the student may resume participation.

## Ellsworth School Department

**B. Insurance**

Proof of insurance and permission for emergency medical treatment must be presented before a student may participate in any ESD high school CCA.

**Eligibility**

## 1. Academic

To be eligible for participation in CCA at Ellsworth High School, a student must be earning passing grades in all scheduled courses. Beginning with the start of the activity student grades will be checked every two (2) weeks to determine eligibility. Students who are failing or have incomplete grades in one or more courses will be placed on a three-step academic improvement program. Students who are failing a course or courses but have a Habits of Work grade of “4” for the course(s) will be considered eligible.

Academic Warning – If following a two-week grade check, a student is not eligible, he/she will be placed on Academic Warning for a period of two weeks. During the two-week warning period, the student is permitted full participation. At the end of the two week period, the student must be meeting eligibility standards or they will be placed on Academic Probation. The student’s parent/guardian will be notified at the beginning of the period and notified of the student’s status at the end of the period.

Academic Probation – If the student is not eligible at the end of the Academic Warning period, he/she will be placed on Academic Probation for a period of two weeks. During the two week probation period, the student may participate in practices or rehearsals, but not in any competitions or performances. The student may be reinstated once he/she is meeting eligibility standards. For this purpose, student work must be graded and reported within two (2) school days from the time it is turned in. The student’s parent/guardian will be notified at the beginning of the period and notified of the student’s status at the end of the period or when the student regains full eligibility status.

Academic Suspension – Students who are not meeting academic eligibility standards at the end of the two-week Academic Probation period will be placed on Academic Suspension. The Academic Suspension period will last until the student has regained full eligibility status. For the purposes of this section, student work must be graded and reported within two (2) school days from the time it is turned in. During the suspension period, the student will remain a member of the team/group but will not be permitted to attend and participate in practices/rehearsals or contests/competitions. The student’s parent/guardian will be notified at the beginning of the period and notified when the student regains full eligibility status.

Students who are not eligible at the beginning of a season/activity are permitted to “try out” for that activity. If the student is selected for that activity, they will remain on the current step of the Academic Improvement Program until they gain full eligibility status.

## Ellsworth School Department

**2. Disciplinary**

Students serving a suspension may not participate in any CCA's during the assigned suspension.

**C. Care and Responsibility of Equipment**

It is the student's responsibility to properly care for all equipment issued to him/her by the Ellsworth School Department. Any student who does not return all equipment will be billed accordingly. The student will not be allowed to participate in any Ellsworth School Department co-curricular program until all issued equipment is returned or paid for.

**D. Travel**

In order to provide for their safety, students traveling to and/or from any ESD CCA's "away" events are required to use transportation provided by the ESD.

The ESDB recognizes that there may be occasions when transportation from an event by a means other than that provided by the ESD may be appropriate, and authorizes the Superintendent to approve an administrative procedure detailing how permission for alternative transportation must be obtained.

**Sportsmanship/Citizenship**

An individual who is a member of any CCA is expected to demonstrate good sportsmanship/citizenship at all times. This includes, but is not limited to, proper respect for coaches, teachers, officials, fellow program members and school property. Failure to exhibit good sportsmanship/citizenship may result in suspension or removal from the program by the BA.

It is the responsibility of all ESD community members, as well as the general public, to exhibit good sportsmanship/citizenship during co-curricular events. Behavior such as booing, jeering, applauding errors, using profane language, throwing objects, and harassing officials are actions which reflect poor sportsmanship/citizenship and will not be tolerated.

ESD students are expected, and therefore will be required, to treat visiting teams, fans and game officials in a manner which will reflect favorably upon our schools and communities. This is one of the basic responsibilities of the school's AD and/or BA.

**E. Grooming**

Students are expected to be groomed and dressed appropriately for all ESD-sponsored events. The coach/advisor, in consultation with the BA/AD, will determine what is appropriate for each function.

**F. Commitment and Responsibility**

Any student who is part of an organized ESD sponsored activity must recognize his/her commitment and responsibility to that activity. More than one unexcused absence from the activities will result in immediate dismissal from the activity. Generally, a student who is injured is expected to attend all activities of the CCA. The advisor will monitor this closely and hold the student accountable. Commitment and responsibility are two of the most important aspects of any CCA's.

## Ellsworth School Department

**G. Change of Activity**

A participant will not move from one activity to another once it has been in progress for two (2) weeks, except under unusual and necessary circumstances. This determination will be made by the BA/AD. Any student dismissed from an activity for disciplinary reasons will not be allowed to participate in another activity during that season. In the case of an activity which does not involve a specified season, a determination will be made by the advisors of each program and approved by the BA/AD. If an advisor is approached by a student requesting to change activities during the season, he/she is to notify the BA/AD as soon as feasible.

**H. Outside Teams**

A student may participate in non-ESD programs/activities during the regular season, provided that it does not interfere with their ESD program, which must always take priority.

**I. School Attendance**

Participants in CCA's are expected to arrive on time and attend a full day of school in order to be eligible to participate in school day co-curricular events. If the student is absent from school due to an excused, planned absence (doctor appointment, college interview, etc.), it is that student's responsibility to notify the main office and the advisor in advance of the planned absence. Failure to do so may result in exclusion from involvement in any program activities that day.

Students who are absent due to illness or who must be dismissed from school due to illness may not participate in any program activities that day. Any exceptions will be approved only by a physician or the BA.

**J. Possession or Use of Tobacco, Alcohol or Drugs**

Refer to Policies ADC – Tobacco Use and Possession, JICH – Drug and Alcohol Use by Students, and JJIE Substance Use/Abuse by Students Participating in CCA.

Cross References:     ADC – Tobacco Use and Possession  
                              EEAG – Student Transportation in Private Vehicles  
                              IHBGA – Home School Instruction – Participation in School Programs  
                              JEA – Compulsory Attendance  
                              JICH – Drug and Alcohol Use by Students  
                              JJIE – Substance Use/Abuse by Students Participating in CCA  
                              JKD – Suspension of Students

**Adopted: March 10, 2015**

**Amended: August 9, 2016**