

## Co-Curricular Code

### Prohibited Substances (use or possession) (See Page 17 in Student Handbook)

1. All alcoholic beverages
2. All controlled substances, except when prescribed for the student by a licensed physician
3. Cannabis
4. Any "look alike" substance
5. Any drug paraphernalia or any device or item which contains residue of an illegal substance
6. Any anabolic steroid
7. Any substance used to achieve an altered mental state or "high."
8. Tobacco

\* Violations of any of the above will result in automatic consequences spelled out on page 3 of the Code.

### Prohibited Misconduct (See page 14 in Student Handbook)

Misconduct that is contrary to the philosophy and purposes of this code is prohibited. Some examples of misconduct include, but are not limited to, illegal acts (excluding possession or use of a prohibited substance); gross insubordination; assault; battery; reckless behavior; extortion; hazing; major school disruptions; bullying; sexual harassment; theft; fighting; vandalism; mob action; gang affiliation; and possession of weapons and or "look-alikes"; distribution of controlled substances; or assisting in any of the foregoing prohibited activities.

Violations of prohibited misconduct, which may or may not result in a criminal citation/arrest, will result in consequences determined by the Assistant Principal.

### Duration of Code

The Co-curricular Code begins the first day of the academic school year. All Code provisions end with the last day of the academic school year. His/her participation in a Co-curricular activity indicates his/her agreement to abide by the provisions of the Code.

### Procedure

The following procedures will generally be followed in enforcing the Code:

1. Upon receiving information about a code violation, the Assistant Principal will contact the student and his/her parents and schedule a meeting with them in order to discuss the situation and the pending consequences.
2. If the student has violated the Code by possessing or using any of the prohibited substances, the Assistant Principal will refer to the set of automatic consequences on page 3 of the Code.
3. If the student has violated any other portion of this Code having to do with prohibited misconduct, the Assistant Principal will schedule a meeting between the student, his/her parents and the Assistant Principal. This meeting will occur within 5 school days of the original contact between the Assistant Principal and the student and parents. Upon completion of this meeting, the Assistant Principal will render the decision regarding the consequences for the violation and the student and parents will be notified within 2 days of the meeting.

### Suspension Guidelines

All consequences must be completed within 30 calendar days from the date of the assessment, or no further participation in any Co-curricular activities will be permitted. Extenuating circumstances will be dealt with on an individual basis by the Assistant Principal. Please understand that all consequences must be completed prior to starting your next activity.

## Appeals

Once the student and parents have been notified of the consequences of the code violation, they do have the option to appeal the decision. The procedure for this review will follow one of two possible formats;

### 1. Violations involving possession or use of prohibited substances (automatic consequences as set by the Code)

- A. All requests for review shall be made by the parent or guardian within five school days after receipt of notification of infraction/consequences and shall be made to the Building Principal at the Middle Level.
- B. The first level of the appeal will be a meeting between the Building Principal, the student and his/her parents. The Review Board will be made up of the Associate Principal from the High School, the Middle School Principal and the Assistant Principal not involved in original decision. This meeting will occur within three school days from the request. The student and parents will be notified of the decision by the opposite Middle School Assistant Principal within two school days of the appeal meeting.
- C. If, after the first appeal, the parents or student seeks to further appeal the decision, they may inform the Assistant Principal within 2 school days and he/she will set up the final appeal with the Principal of the High School or his/her designee. This meeting will take place within 3 school days from the request. The principal/designee will render the final decision in an expedient manor. There are no further appeals.

### 2. Violations involving prohibited misconduct

- A. All requests for review shall be made by the parent or guardian within five school days after receipt of notification of infraction/consequences and shall be made to the Assistant Principal.
- B. He/she will set up the final appeal with the Building Principal. This meeting will take place within 3 school days from the request. The principal/designee will render the final decision in an expedient manor. There are no further appeal
- C. \*\* In the event of new additional information (regarding both instances of appeal above), an additional review may be requested through the Assistant Principal.