

## **The Lincoln-Way Code of Conduct**

Lincoln-Way High School District 210 (“Lincoln-Way”) proudly encourages and supports students who elect to represent the school in extracurricular and/or co-curricular activities. We believe in the valuable results of mental, social and physical development of the student’s body. Students who participate in extracurricular and/or co-curricular activities represent Lincoln-Way year round. As such, participation is a privilege, not a right and all student representatives of Lincoln-Way activities must adhere to the following rules and regulations, seven days a week, twelve months a year and whether or not school is in session as a condition of participation.

The following requirements, procedures and consequences relate to participation and eligibility in extracurricular and/or co-curricular activities only and do not preclude the imposition of sanctions up to and including suspension and/or expulsion from school as outlined in the student discipline code where appropriate.

### **Code of Conduct Prerequisite Requirements**

Any student who intends to participate and/or actively participate in any extracurricular and/or co-curricular activity on behalf of Lincoln-Way must:

1. Submit a signed permission form by the student’s parent and/or guardian consenting to participating in an extracurricular and/or co-curricular activity, prior to the student’s first extracurricular and/or co-curricular activity of the school year.
2. Agree to abide by all rules and regulations of the Illinois High School Association and all rules and policies contained in the Lincoln-Way Parent-Student Handbook.
3. Attend a Code of Conduct seminar with a parent and/or guardian prior to the student’s first extracurricular and/or co-curricular contest/activity.
4. Sign a Code of Conduct contract.

Attendance at school is required for a half a day or more to be eligible to participate in that day’s extracurricular and/or co-curricular activity. An absence on the last day of the school week will not preclude participation in a weekend activity. Emergencies and pre-arranged absences will not be considered absences.

### **Code of Conduct Procedure**

Procedures to follow related to Code of Conduct issues:

1. An investigation will be initiated.
2. Prior to the decision to impose any penalty, the student-offender will be informed of the alleged violation and afforded an opportunity to make any statement on his/her behalf.
3. If a Code of Conduct violation has been determined:
  - Contact parents and/or guardian to set a meeting date with the student, parent and school officials to discuss the Code of Conduct violation.
  - School Officials/Parents and/ or Guardians may opt to do a phone conference in lieu of a face-to-face meeting.
  - This meeting must occur within 24 hours of a determination of the violation, when practicable, or the next school day following the determination of the violation.
  - If the parent and/or guardian is unable to meet within this time frame, the penalty will be imposed pending a later-scheduled meeting.
4. A follow-up letter will be sent to the student and parents and/or guardians regarding violation/consequences, and notifying them of their right of a review of the penalty with the school building principal.

5. The right to review does not postpone the penalty imposition. The decision of the school building principal shall be final and is not subject to further review.
6. Penalties imposed pursuant to this Code of Conduct relate to the student's eligibility to participate in Lincoln-Way extracurricular and/or co-curricular activities only and does not preclude the imposition of penalties for violations of Lincoln-Way Parent-Student Handbook rules and policies where appropriate. Penalties imposed for rule violations conducted in the course of co-curricular activity shall not be in the form of grade punishment.
7. Where a penalty is imposed, the student-offender will be removed from a leadership position (i.e. officer of the Student Council, leadership with any school-sponsored club or activity, any class officer position, and any leadership on any athletic team) in any extracurricular and/or co-curricular for the duration of the season/activity.

## **Prohibited Conduct**

No Lincoln-Way student participating in any extracurricular and/or co-curricular activity shall:

1. Possess, use, distribute or sell, or attempt to possess, use, distribute or sell, drugs, any substance represented to be a drug, controlled substances, drug paraphernalia, alcohol, tobacco and/or tobacco products.
2. Knowingly remain in the immediate presence of any person who is illegally using, possessing, distributing or selling drugs, any substance represented to be a drug, controlled substance, cannabis, drug paraphernalia, or alcohol, unless the student could not leave the person's presence without endangering himself/herself or others.
3. Commit and/or attempt to commit, and/or knowingly remain within the presence of one who commits and/or attempts to commit the offense of hazing, theft, assault, vandalism, illegal use of a weapon, or any other offense, which may be punishable by a court of law.
4. Use inappropriate, vulgar, lewd, indecent and/or derogatory language while representing the school at an extracurricular or co-curricular event.
5. Misuse school buildings, facilities and/or equipment.
6. Commit acts, which would bring disrepute to the extracurricular program in which the student is a participant.
7. Fail to abide by any other Lincoln-Way rule and/or policy as identified in the Lincoln-Way Parent-Student Handbook and/or the rules and regulations of the Illinois High School Association.

## **Consequences**

In General. Failure to abide by any provision contained in this Code of Conduct may result in temporary suspension from the activity; disqualification from the activity for the remainder of the season and/or the school year; temporary suspension and/or disqualification from any and/or all extracurricular and/or co-curricular activities; or permanent disqualification from participating in any Lincoln-Way extracurricular and/or co-curricular student activity programs for the remainder of the student's high school career.

**Students involved in clubs and/or activities that do not compete or perform will be subject to consequences set forth in the by-laws of their club/activity.**

### Tobacco, Drug, Alcohol, or Other Prohibited Substances

#### a. **First Offense**

Suspension from extracurricular and/or co-curricular activities for the equivalent of one complete season. To complete the terms of the suspension, the student-offender may be disqualified from more than one activity and may cover more than one school year. In lieu of suspension for one complete season, the student will be suspended from the activity for not less than 20% of the IHSA season limitations for athletic contests (Sec 5.00 IHSA Sports Season By-Laws) and/or scheduled performances and/or scheduled activity contests, if the student and parent or guardian attend an

educational substance abuse program approved by the school district. Written proof of scheduled appointment dates at the program is required before the student will be deemed eligible to resume participation in the student activity. Failure to complete the program as scheduled may result in further discipline. During the time of contest/performance suspension, the student will be required to attend and participate in all practices. The student will not be allowed to dress or be at a contest/performance as a member of the team until the length of the suspension has been satisfied.

b. **Second Offense**

Suspension from extracurricular and/or co-curricular activities for the equivalent of one complete season. To complete the terms of the suspension, the student-offender may be disqualified from more than one activity and may cover more than one school year. In lieu of suspension for one complete season, the student will be suspended from the activity for not less than 50% of the IHSA season limitations for athletic contests (Sec 5.00 IHSA Sports Season By-Laws) and/or scheduled performances and/or scheduled activity contests if the student and parent or guardian attend an educational substance abuse program approved by the school district. Written proof of scheduled appointment dates at the program and attendance at a meeting with a Lincoln-Way student counselor and/or school administrator are required before the student will be deemed eligible to resume participation in the student activity. Failure to complete the program as scheduled may result in further discipline. During the time of contest/performance suspension, the student will be required to attend and participate in all practices. The student will not be allowed to dress or be at a contest/performance as a member of the team until the length of the suspension has been satisfied.

c. **Third Offense**

*Permanent suspension from participating in activities for the remainder of the student's high school career. It is recommended that a meeting be held between the student, the student's parent or guardian, and a Lincoln-Way counselor/administrator to discuss outside resources where the student can obtain professional help or counseling.*

## **Voluntary Admission**

A voluntary admission shall occur when a parent and/or student initiates communication and admission with a certified employee of the school district before the student is arrested, detained, confronted, or apprehended by any law enforcement personnel, school personnel, other governmental personnel or a private citizen, or before a school investigation has begun. This communication and admission must occur before the student returns to school or school related function/activity. Under this circumstance, a voluntary admission will count as a first or second offense and the student will not be subject to consequences of suspension. If the offense involves drugs, alcohol, or other prohibited substances, the student will be required to attend an educational substance abuse program that has been approved by the school district. The purpose of this provision is to allow a student to seek help. A student may NOT use voluntary admission if the school already knows the rule infraction. Voluntary admission may be used by the student only one time during the student's high school career and cannot be used on a third offense.

The Code of Conduct will be in continuous effect from the date that it is signed until the student graduates, subject to any revisions imposed by Lincoln-Way.