

WILLITS HIGH SCHOOL
299 N. Main St.
Willits, CA 95490
(707) 459-7700

EXTRACURRICULAR PROGRAM STANDARDS AND CODE OF CONDUCT

This Code of Conduct stipulates the standards and expectations for students participating in Willits High School extracurricular programs.

I. Academic Eligibility

- A. The primary responsibility of each WHS student is to pursue academic excellence. Students participating in extracurricular activities must pass seven classes and maintain a minimum grade point average of 2.0, with no "F" (failing) grades. Eligibility will be determined at each grading period.
1. A student may substitute summer school grades or other courses approved for credit by WHS for second semester grades to become eligible for fall activities.
 2. Freshmen are automatically academically eligible until the end of the first grading period (the first quarter) of their freshman year.
 3. Students who transfer to WHS from outside the Willits Unified School District may use the rules of their previous school to establish academic eligibility when they transfer.
 4. Academic eligibility or ineligibility begins on the first Monday following the day that teachers must submit grades to the office at the end of a grading period.
- B. At the coach's/advisor's discretion, a student may practice or meet with a team or extracurricular group, but not participate or perform in an extracurricular contest or event or vote as a member of student council:
1. between the last day of a grading period and the day academic eligibility begins.
 2. until an "Incomplete" grade on a report card has been substituted with a regular grade by the teacher. (CIF 205.4)

II. Additional Requirements to Participate in Athletics

- A. Students are to see the coach, athletic director, or principal to establish athletic eligibility if either of these situations apply:
1. student has transferred to WHS after attending another school in grades 9-12.
 2. student does not live with his/her parents within the boundaries of the Willits Unified School District.
- B. Before trying out for or participating in a WHS athletic program, a student must submit the following to the school office:
1. verification of adequate insurance as required by CIF, signed by parent/guardian. ***(The school district does not carry accident insurance for student athletes.)***
 2. verification of a physical examination by a physician within the past 12 months.
 3. consent for Willits High School staff to seek medical treatment, signed by the parent/guardian.
 4. a Code of Conduct signature page, signed by student and parent/guardian.
- C. A student must be in good physical condition, as determined by the coach and CIF regulations, before participating in sports practice or contests.
- D. Age requirements for athletes:
1. student has not reached the age of 19 prior to September 1;
 2. student has not reached the age of 16 prior to September 1 (Freshman only);
 3. student has reached the age of 15 (varsity football only).

- E. A student may not play on an “outside team” in a sport during the high school season of that sport (excluding sports specifically allowed by CIF rule 600).
- F. Players may change from one sport to another during one season with the permission of both coaches involved. It is the player’s responsibility to contact both coaches before practicing the new sport.

III. Injuries Involving Students in Athletics

- A. A player who is injured, but mobile, may be required by the coach to attend all practices and contests in order to remain a member of the team. A player who has an injury that will permit no further participation during that sport season will be considered on leave from the sport with no penalty and the player will be given his/her award, at the coach’s discretion.
- B. A player whose parent/guardian or physician has requested he/she not participate in practices or contests will not participate until the request is rescinded by the parent/guardian or physician in writing.

IV. Try-out Periods

- A. The coach or advisor shall determine the period of time during which try-outs (if needed) will be held. Try-outs will be held as part of regular practice sessions or meetings.
- B. After try-outs, players may be “cut” by the coach/advisor according to his/her policies and procedures.

V. Parent/Student Meeting Prior to an Extracurricular Program

- A. The coach/advisor will hold a meeting for students and parents prior to the extracurricular program at which the schedules, policies, Code of Conduct, and expectations of that activity are communicated.
- B. The coach/advisor may require the student and parent to attend the meeting or a personal conference before allowing the student to participate in the activity. (If try-outs are held, this meeting may be after try-outs are completed.)

VI. Equipment

- A. A student is responsible for all school equipment issued to him/her during an extracurricular activity, and shall replace or pay for lost or damaged equipment.
- B. Equipment issued to a student must be accounted for and/or paid for before the student is eligible to participate in another extracurricular activity.

VII. Joining Late

- A. A student may join an extracurricular program after the end of the try-out period with permission from the coach/advisor.
- B. The coach/advisor shall determine the number of practices or meetings the student must attend before participating in a contest. (CIF Rule 17 requires a player participate in ten practice days before participating in a football scrimmage or game.)

VIII. Practices

- A. Missed practices or meetings, for any reason, depending on the ruling of the coach/advisor, may result in suspension from practice or competition and/or removal from the activity program.
- B. Practice rules will be explained by the coach/advisor at the pre-activity meeting.

IX. Travel to Extracurricular Events

- A. Students will ride to all extracurricular events in vehicles arranged for and approved by the coach/advisor and school administrators.
- B. If extracurricular transportation fees are required, students must pay these fees in a timely manner. The coach/advisor will inform students as to the transportation cost. Extracurricular transportation fees must be paid before the student may participate in the extracurricular program. Written arrangements may be made with the principal for late payment or a scholarship.
- C. Students will return home in vehicles arranged for and approved by the coach/advisor and school administrators unless released to their **parents** by the coach/advisor or principal designee.
- D. Failure to comply with travel regulations will result in suspension from participation, possible removal from extracurricular activities, and/or other disciplinary action.

X. School Attendance

- A. Students must be in school **all day** on the day of the event, or **all day** on the day before a Saturday event, in order to be eligible to participate in the event unless specifically excused by the principal/designee. (NCL 1 rule adapted by WHS)
- B. Students are to notify their regular classroom teachers prior to missing class for an activity. Make-up work will be allowed only for those students who receive permission from their teachers prior to attending an activity. Students who receive permission prior to the activity will be given an equal amount of time to make up their work.

XI. Ethics and Sportsmanship

- A. It is the duty of all concerned with WHS extracurricular programs (adapted from CIF and NCS codes and rules):
 - 1. to emphasize sportsmanship, ethical conduct, and fair play.
 - 2. to eliminate all possibilities which tend to destroy the best values of extracurricular activities.
 - 3. to show cordial courtesy to visiting teams, officials, and students.
 - 4. to establish a happy relationship with visitors and hosts.
 - 5. to respect the integrity and judgment of officials.
 - 6. to achieve a thorough understanding and acceptance of the rules of the activity and the standards of eligibility.
 - 7. to encourage leadership, use of initiative and good judgment by students.
 - 8. to recognize that the purpose of extracurricular activities is to promote the physical, mental, moral, social, and emotional well being of the students who participate.
 - 9. to remember that an extracurricular event is only an activity—not a matter of life and death for student, advisor, school, official, parent, fan, community, state, or nation.
- B. WHS supports all NCS and CIF sportsmanship rules, including those listed below:
 - 1. Ejection of a player from a contest for unsportsmanlike or dangerous conduct shall result in the player being ineligible for the next contest.
 - 2. Illegal participation in the next contest by a player ejected in a previous contest shall result in the contest being forfeited and ineligible player being ineligible for the next contest.
 - 3. A second ejection of a player from a contest for unsportsmanlike or dangerous conduct during one season shall result in the player being ineligible for the remainder of the season.
 - 4. When one or more players leave the bench or begin to participate in an altercation, the player(s) shall be ejected from the contest and become ineligible for the next contest.

XII. Citizenship

- A. One of the purposes of the WHS extracurricular program is to teach good citizenship and honesty. Students who participate in extracurricular activities represent Willits High School and are expected to demonstrate good citizenship and responsible behavior.
- B. Students are expected to refrain from behaviors at school and outside of school which negatively reflect on Willits High School or negatively affect the school climate.
- C. Some of the major expectations for students involved in WHS extracurricular activities are listed below:
1. Students will abide by the Code of Conduct.
 2. Students will deal with students and staff in an honest manner.
 3. Students will maintain good school behavior and refrain from harassment, verbal abuse, profanity, vandalism, disrupting school activities, or other behaviors that are against school discipline rules.
 4. Students suspended from school may not participate in extracurricular activities or school sponsored events during the time of suspension.
 5. Students violating school discipline rules may be suspended from participation in extracurricular contests or events for a period of time determined by the principal or designee, based on the severity of the infraction. In order to regain participation at the end of this period the student must:
 - a. continue to attend practices, games or meetings, but not participate in interscholastic contests or events, and
 - b. complete community service hours determined by the principal or designee depending on the severity of the infraction.
 6. Students will refrain from behavior prohibited by law.
 - a. Students will refrain from using, possessing or furnishing tobacco or tobacco products.
 - (1) The consequence of violating this law is suspension from participation in interscholastic contests or extracurricular events for seven (7) consecutive days. In order to regain participation at the end of this period, the student must:
 - (a) continue to attend practices, games, and meetings, and
 - (b) complete 8 hours of community service approved by the principal or designee.
 - b. Students will refrain from using, possessing, or furnishing alcohol or illegal drugs. **This includes, but is not limited to, the expectation that students not knowingly attend gatherings where drugs or alcohol or illegally being used or possessed.**
 - (1) The consequence of violating this expectation is suspension from participation in interscholastic contests or extracurricular events for fourteen (14) consecutive days. In order to regain participation at the end of this period, the student must:
 - (a) continue to attend practices, games and meetings, and
 - (b) complete 24 hours of community service approved by the principal or designee.
 - (2) In addition, the student shall be placed on probation for the semester in which the offense occurred plus the following semester. An additional violation while on probation will result in suspension from representing WHS in extracurricular programs for the remainder of the probationary period.

XIII. Additional Rules by Activity

- A. Additional rules or expectations may be set by the individual coach/advisor. They shall be communicated to students in a timely manner.

XIV. Logistics

- A. The coach/advisor will explain the Code of Conduct to students and parents/guardians at the preseason meeting of each activity program.
- B. Before participating in a WHS extracurricular program, a Code of Conduct signature page completed by the student and parent/guardian during the current school year must be submitted to the school office (reference section II, B).
- C. The principal/designee, following a review of a timely Code of Conduct disciplinary referral through appropriate due process procedures, will be responsible for enforcing the Code of Conduct.
- D. The parent/guardian of any student who violates the Code of Conduct will be notified of the violation and the disciplinary consequence. The appeal process for the Code of Conduct is the same as the appeal process for classroom disciplinary actions, found in the **WHS Attendance and Discipline Handbook**.
- E. The coach/advisor will meet with any student who is disciplined and provide the follow-up to correct the undesired behavior.

Tear along the dotted line above

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SIGNATURE PAGE

To Students and Parents / Guardian:

After reading the Extracurricular Program Standards and Code of Conduct, please sign on the appropriate space below and return this signature page to the school office. Please contact your coach/advisor or administrator if you have any questions or concerns.

Student:

I have read the Willits High School Extracurricular Program Standards and Code of Conduct. As a participant in a Willits High School extracurricular program, I understand that I am expected to follow and support the Code of Conduct.

Student's signature

Date

Parent or Guardian:

I have read the Willits High School Extracurricular Program Standards and Code of Conduct. I understand that my child is expected to follow and support the Code of Conduct as a participant in a Willits High School extracurricular program.

Signature of Parent or Guardian

Date

Signature of Parent of Guardian

Date