

# **CODE OF CONDUCT POLICY**

## **USD 417 Morris County Schools (District Wide)**

-----

### **Mission Statement**

In an effort to be proactive and preventative, USD 417 Morris County Schools will provide students with current information regarding drugs and their social and medical effects. We believe that education is the best means of dealing with this issue. We offer such educational opportunities for all freshmen and junior high students as part of health and physical education curriculum. Activity programs will involve both parents and coaches/sponsors in this education process. The lettermen's club at CGHS will continue to assist by providing guest speakers and a constant flow of student and community-generated information, and other district or community outlets may be employed for drug, tobacco and alcohol education as well.

### **Policy**

No student may come to school or any school activity or school-sponsored event under the influence or in possession of alcohol or an illegal substance. Reports from law enforcement officials, court records, USD 417 staff members, or self-admission will be considered valid corroboration of violations. Staff members witnessing student use or possession of tobacco, alcohol or illegal substances, non-prescribed substances off campus are expected to report the situation to building administration.

### **Policy Violations**

Administration will handle drug and alcohol issues, including tobacco, according to the process outlined in the [Consequence Action Guide](#) listed below. Administration will determine appropriate action. Administration will meet with the parents/guardians of the violating student regarding the offense to inform them of the situation and the action taken.

### **Consequence Action Guide:**

#### **1<sup>st</sup> Violation;**

- Immediate Probation (minimum of 14 days): Days are defined as when school or practice / competition is in session. The student is required to participate in practice during probation time. Probation includes all other school-sponsored activities (i.e. attending dances, plays, events etc.).
- Completion of substance awareness education program through coaches, administration, or counselors with materials/resources provided by various sources including but not limited to: online, school resources or Flint Hills Regional Prevention agency.

- Additional work may be assigned at the coach's discretion.
- Coach/Sponsor will inform parent / guardian of any additional work assigned.
- Parent / guardian involvement is essential to the process.
- Suspension of a minimum one competition or event but not more than two. Probationary assignments may and will most likely extend beyond competition/event suspensions.
- A student who refuses to abide by the interventions imposed by administration will be removed from further participation until compliance.

### **2<sup>nd</sup> Violation:**

- Immediate Probation (minimum of 21 days): Days are defined as when school or practice / competition is in session. The student is required to participate in practice during probation time. Probation includes all other school-sponsored activities (i.e. attending dances, plays, events etc.).
- Administration determines further disciplinary action.
- Mandatory Parent / Coach / Athletic Director meeting to discuss future action and participation.
- Drug and Alcohol Evaluation completed by an outside agency at parental expense.
- Enrollment in prescribed Drug / Alcohol program as prescribed by evaluation agency at parental expense.
- Participant is ineligible for competition until enrollment in a Drug / Alcohol Evaluation can be verified by school administration.
- Building administration will have resource contacts for Drug / Alcohol Evaluation Agencies.
- Suspension of a minimum of two competitions or events but not more than three. Probationary assignments may and will most likely extend beyond competition/event suspensions.
- A student who refuses to abide by the interventions imposed by administration will be removed from further participation until compliance.

### **3<sup>rd</sup> Violation:**

- Indefinite suspension from participating in extra-curricular activities pending review by administration.

### **Participant Intervention Team**

Immediately following verification that a violation has occurred, the activities director will form a Participation Intervention Team. The Participation Intervention Team will be convened that will include the offender, the offenders varsity coach, parent/s, counselor and the activities director. Other participants (i.e. clergy, parental figures etc.) may be invited to join the team to aid in intervention attempts. This team will assist with assigning appropriate action relating to drug and alcohol violations or criminal activity.

## **Coach/Sponsor Discretionary Decision**

- A coach/sponsor may, at any time remove the student from his/her program for violations of policy or misconduct detrimental to team.
- The coach/sponsor will keep the administration and other coaches informed at all times.

Probationary consequences will be carried over from season to season. The coach/sponsor in-season will handle the situation with administration. If the violation occurs during buffer week or between sports season, or if the student is not participating in a season of sport at the time of the violation, or if the student is completing a sports season, but not participating in any further competitions that season, then the coach of the student's next sport season will handle the situation.

Violations are cumulative for the year and administration will have the authority to carry over from one school year to the next, allowing past history to be considered in their decision-making. In such cases where season / participation time is undefined (typically non athletic activities) probation time will be determined by administration.

Students who choose to violate policy in the off-season during the school year (i.e. play only football and violate policy in the spring), will be held to the standards listed in violation. However, administration may choose to substitute several hours of community or school service (or other) in lieu of activity suspension the following year. Again, past history of student participant will be considered and review board will be called upon for multiple case offender.

## **DUI**

If a student is charged with a DUI, he/she shall be suspended from three weeks of games and school activities. The coach and administration will convene to discuss the student's activity and athletic future. The student will complete a drug and alcohol evaluation and complete prescribed drug and alcohol education program, at parent expense. .

If the student is reinstated after serving a three-week suspension, and recommended program, and any additional action assigned by the coach and then an additional violation of this policy occurs, student will be suspended indefinitely until the Participant Intervention Team has met to discuss the student's future participation in activities and athletics. A DUI is a valid reason for the coach to remove the athlete from his/her team or activity.

## **Criminal Activity**

Any USD 417 student participant involved in criminal activity including charges that would be considered a misdemeanor or activity that is detrimental to the program creating a participant “not in good standing”. They will be subject to same levels within the consequence action guide.

The Participant Intervention Team will meet and communicate regarding actions taken and requirements for participant to re-attain “good standing” status.

## **Felony Charges**

Any situation involving felony charges student will be suspended indefinitely pending administrative review. The student’s future participation in athletics and activities will be the primary focus.

Felony charges will carry over from year to year, in cases in which the court system has yet to complete its actions.

## **Self-referral**

Students will be encouraged to come forward to admit a situation when it occurs. Administration will note such self-referrals when considering situations and may adjust actions accordingly.

## **Conclusion**

No policy can be all-inclusive or foresee every possible situation. This policy provides some necessary flexibility for case-by-case consideration. The concept of self-referral should encourage increased honesty and openness. Our role as coaches and administrators is to work with students as they attempt to overcome problems. Coaches must communicate openly with each other, with administration, with USD 417 parents, and with student-athletes deals with drug and alcohol issues and criminal activity.

## **Review of Policy**

Review of this policy will be conducted at the end of each season. Periodical review will take place after the first year.