

LEHIGHTON EXTRACURRICULAR/ATHLETIC CODE OF CONDUCT

REVISED July 2024

At LEHIGHTON AREA SCHOOL DISTRICT it is a privilege to participate in our extracurricular/athletic program. Students who desire to participate in extracurricular/athletic activities are expected to properly conduct themselves at all times. This Code of Conduct shall apply throughout the calendar year for student conduct displayed on or off district property. Each participating student and his or her parent/guardian must read and sign this CODE OF CONDUCT and return it to their coach prior to the 5th day upon receiving the material. Failure to return the signed form by the deadline will result in a suspension from all participation until signed form is returned. The participant must be willing to accept training rules, regulations, and responsibilities of each program that he/she participates in. It must be understood that the same standard of behavior and discipline for the regular student shall apply to the extracurricular/athletic student participant and any violation of the LEHIGHTON SCHOOL DISTRICT CODE OF CONDUCT for student conduct, rights, and responsibilities, may result in the suspension of the privilege of participating in a LEHIGHTON EXTRACURRICULAR/ATHLETIC PROGRAM pursuant to this policy.

The purpose of our extracurricular/athletic program is to add to our student's mental, physical, social, emotional, and moral well-being. It is a positive step to prepare and enrich our students in becoming productive young adults.

A coach may distribute a separate policy, which also must be signed by the participating student and his or her parent/guardian. This coach's policy must meet the extracurricular/athletic code minimum standard, but may be stricter in its sanctions, except in the areas of alcohol, drugs, and steroids. The stricter sanctions will be upheld and enforced by the administration for that individual coach's team. Any additional rules and regulations must be approved by the Principal and the Director of Student Services and Facility Planning. These additional rules and regulations must be in writing and on file in the school office.

1. General Rules and Regulations

- 1.1. Pennsylvania Interscholastic Athletic Association rules must be followed in all cases of eligibility, transfer, physical examinations, insurance coverage, starting dates, use of school equipment, etc. Each coach has the responsibility to know, to inform team members and parents, and to enforce school and PIAA regulations in these matters.
- 1.2. Any civil law infraction or conduct by a student that is determined by the head coach and school administration to be detrimental to the athletic program, school, or a school district, will result in counseling by the head coach and a school administrator with possible suspension.
- 1.3. No student may quit or be removed (excluding dropped or cut from the team due to excessive numbers, ability level, etc.) from one extracurricular program and try out for another after the season (excluding scrimmages) has begun without mutual consent of both coaches, the Principal, or Director of Student Services and Facility Planning.

- 1.4. Any student wishing to join an athletic team (3 or more weeks) after the **official P.I.A.A.** starting date of that sport must secure permission from the coach. The coach will then forward this request to the Principal or his/her designee for final approval.
- 1.5. In accordance with Lehigh School District policy there will be no practices (athletic/non-athletic) on the following days:

As of December 11, 2000 - The day of Thanksgiving; The day of Christmas - December 25; The day of New Year's - January 1; The day of Easter.

2. **Transportation**

- 2.1. Students must travel to and from contests away from Lehigh in transportation provided by the school. The head coach and/or his assistant(s) must accompany the students. The only exceptions are:
 - 2.1.1. Injury to a participant, which would require alternate transportation.
 - 2.1.2. Approval of the Travel Release Form. This form must be on file in the athletic office prior to the dismissal of school on the day of the extracurricular/athletic event. The Travel Release Form is accessible off of the Athletics website under the Athletic Forms and Information section.
 - 2.1.3. In the case of a family emergency a student may travel with their parent/guardian or a teammate's parent/guardian.

3. **Student Conduct**

- 3.1. A display of unsportsmanlike conduct toward opponents or officials or use of profanity during practices or contests will result in counseling by the head coach and possible suspension.
- 3.2. Violations requiring administrative action as established in the "Rules and Regulations for Students in the Lehigh Public Schools," will entail:
 - 3.2.1 Students who receive an In or Out of School Suspension are not able to participate in any athletic activities the days they are suspended. For example, if a violation involves a three-day suspension, the student will be suspended from practices/contests of the team for those days. An Out of School Suspension will result in a minimum suspension of 1 athletic contest. Administration and and/or Coaching staff have the authority to lengthen suspension if warranted.
 - 3.2.2. It should be clearly understood that the same standard of behavior and discipline for the regular day student shall also apply to the participating student and any violation of the "**Student Conduct Policy**" may result in forfeiture of the privilege to participate in a Lehigh extracurricular/athletic program.
- 3.3. All uniforms and equipment issued must be returned to the coach at the end of the season. Students who lose equipment or uniforms will be billed for replacement pieces. Be aware that a replacement uniform can be very costly because of the special order

that must be placed. Students who have not returned school issued equipment or uniforms will not be given another in the next extracurricular/athletic season until the previous uniform or equipment and/or compensation has been received.

3.4. The following conduct shall constitute grounds for immediate suspension and potential expulsion from practices and participation in extracurricular/athletic activities.

3.3.1 The use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes.

3.3.2 Willfully causing or attempting to cause damage to school property, private property, stealing or attempting to steal private or school property.

3.3.3 Causing or attempting to cause physical injury to a school employee or any school student. Physical injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect yourself or some other person shall not constitute a violation of this subdivision.

3.3.4 Threatening or intimidating any student for the purpose of obtaining money or anything of value from this student.

3.3.5 Theft or malicious destruction of our team equipment:

3.3.6 Engaging in hazing, threats, bullying, or intimidation.

3.4 **Investigations**

3.4.1 In the case of an allegation of a violation of the above rules and regulations, the participant may continue to participate in an activity while an investigation takes place. Where a violation of the Code of Conduct is witnessed or immediately confirmed by a coach, advisor, supervisor, Principal, Director of Student Services and Facility Planning, or faculty member, the student may be suspended or expelled from practices, participation in interscholastic competition or other participation in extracurricular/athletic activities pending the outcome of a full investigation. During a full investigation, the following due process procedures will be followed.

3.4.2 Investigation – If a violation of this Code of Conduct is alleged to have occurred, the student's administration of the school building which they would regularly attend shall make an investigation of the alleged conduct or violation.

3.4.3 Documentation of Investigation – The administration shall document in a memorandum the results of his/her investigation. This document shall be issued for administrative purposes only and shall not become part of a student's educational record, but may become part of a student's disciplinary record at the discretion of the Principal or at the request of the student's parents/guardians.

3.4.4 Meeting – If, after completion of the investigation, a determination is made that a violation of this Code of Conduct has occurred, the administration, together with

the coach, and supervisor, shall conduct a meeting with the student and student's parent/guardians at a mutually agreeable time at which the student will be afforded the opportunity to be heard. The opportunity to be heard shall include an opportunity to discuss the incident and any mitigating factors. Within ten (10) school days of the meeting, administration shall notify the parents/guardians/student in writing of any exclusion from extracurricular/athletic activities.

- 3.4.5 Suspension/Expulsion – A violation of the Code of Conduct shall carry a suspension from participating in all extracurricular/athletic activities. A student may also be suspended from school for a period of time at the discretion of the administration. A student may be excluded from further participation in all extracurricular/athletic activities if the violation warrants such action in the opinion of the administration.

4. Extracurricular/Athletic Eligibility

- 4.1. A student shall be ineligible for interscholastic athletic competition upon attaining the age of 19 years, with the following exception. If the age of 19 is attained on or after July 1, prior to their Senior year the student shall be eligible, age-wise, to compete through that school year as per PIAA regulations.

- 4.2. A student is eligible when they select **four (4) courses per semester** and has passing grades in at least **three (3) courses per semester**. If failing one course, the student will be placed on probation and remediation will be scheduled for the student with the Department Head or Designee. Failure to attend the scheduled remediation sessions will result in an immediate suspension until a meeting can be held with the parents/guardians and other necessary faculty. The student/athlete will maintain eligibility upon receipt of a release from "Athletic Probation Form". This form must be signed by the classroom teacher and presented to the Director of Student Services and Facility Planning on or before the second school day after the declaration of athletic probation. If a student is failing a course for the 3rd consecutive occurrence on the weekly eligibility list that student will be suspended for the week. The student will be able to practice with the team at the discretion of the coach, but cannot participate in competitions or travel to away contests. They will remain suspended on a weekly basis until they are passing the course.

- 4.2.1. "Eligibility shall be cumulative from the beginning of a grading period and shall be reported on a weekly basis." (**PIAA By-Laws article IX, section 1**)

- 4.2.2. Should the student fail to meet the minimum requirement set forth in item 4.2, the following procedure will be followed:

First Occurrence - the student/athlete may not compete in interscholastic athletic competition during the next week (Sunday through Saturday). The student/athlete is still considered a member of the team and may continue to practice, but will not be permitted to ride the bus to away contests.

Second Occurrence (consecutive) - the student/athlete will not be permitted to compete; travel to away contests; or practice until he/she meets requirements.

End of Marking Period - When report cards are issued, should a student/athlete fail to meet the academic requirement, he/she will be ineligible (competition; practice; or travel) for ten (10) school days including any weekend activities.

- 4.2.3. Finally, at the end of the school year, a student/athlete must have passed **six** (6) credits to be eligible for the next interscholastic athletic period.
- 4.3. Not eligible after completion of **8 semesters following a student's entrance into 9th grade**.

5. **Attendance in School/Snow Days**

- 5.1. To participate in any extracurricular/athletic activity (**practice or games**) a student must be in attendance at school by 9:00AM on the day of the activity. In addition, the student must remain in school for the duration of the school day.
- 5.2. Student-Athletes are expected to attend all practices and games unless excused by the Head Coach. Students who miss practice and/or games are subject to decrease in playing time and risk the possibility of not earning a Varsity Letter.
- 5.3. An exception would be made if the student has an approved medical appointment, funeral, approved college visit, or other extenuating circumstances. These exceptions would require a note from the student's parent/guardian and would be reviewed by the administration and the coach. They would determine the eligibility of the student to participate.
- 5.4. If a student is absent the last school day of the week and the next competition is on a non-school day, the student must contact the Head Coach and/or the Director of Student Services and Facility Planning to be granted eligibility for participation.
- 5.5. **When there is no school because of inclement weather**
- 5.5.1. If the conditions of the roads improve, a coach may, with approval of the Superintendent and/or the High School Principal, Assistant Principal, Director of Student Services and Facility Planning, open the facility and conduct a practice session, but students may not be required to attend. This would be considered an optional practice.
- 5.5.2. Scheduled events may remain as scheduled with the approval of the Superintendent and/or the High School Principal, Assistant Principal, Director of Student Services and Facility Planning.
- 5.6. **If there is an early dismissal because of inclement weather**
- 5.6.1. Practice sessions will be canceled.
- 5.6.2. All events, including those conducted by outside groups, will be canceled.

6. **Injuries**

- 6.1. All injuries must be brought to the attention of the athletic trainer at the time of occurrence.
- 6.2. A student who has been injured and who has had medical treatment cannot participate again until the date indicated by the student's doctor.

7. **Unlawful/Unexcused Absence**

- 7.1. Unlawful/Unexcused absence from classes during the season will result in:
 - 7.1.1. First Offense: suspension from the next day's activity.
 - 7.1.2. Second Offense: suspension from the next two days of activities.
 - 7.1.3. Third Offense: suspension for the remainder of the season.

8. **Tobacco, Alcohol, and other Drugs**

- 8.1. During the extracurricular/athletic season no student shall use, possess or distribute tobacco or tobacco products.
 - 8.1.1. If the offense takes place on school property, administration will enforce our school policy.
 - 8.1.2. The use of tobacco products in season, but not on school property or at a school event will be addressed by the coach.
- 8.2. No student shall use, possess, promote, or distribute alcohol, drugs, steroids, controlled substances, look-alikes, or possess drug related paraphernalia on or off school property, including Social Media.
 - 8.3.1. Violation will result in the following:
 - (1). For possession, use or distribution of alcohol, drugs, steroids, controlled substances, look-alikes or drug related paraphernalia the following procedure will be followed:

Offenses shall be recorded cumulatively throughout the year, but shall not carry over from year to year

- First offense - Adherence to school drug and alcohol policy. Referral to SAP, Caron Group or Carbon Monroe Pike Drug & Alcohol. Suspension from extracurricular/athletic activities for fourteen (14) days. If incident occurs out of season, student will be suspended for the initial fourteen (14), days of their next extracurricular/athletic season beginning with the first practice date.

- Second offense – Student will be suspended from extracurricular/athletic activities for one calendar year from the day of incident.

8.3.2. If the student does not follow the procedure and recommendations in (8.3.1) he/she will not be permitted to participate in any future Lehighton extracurricular/athletic program until the student comes into compliance.

- 8.3 A student with a drug and alcohol problem may voluntarily come forward to request assistance without consequence. He/She will be evaluated by the Carbon County Drug and Alcohol Intake Unit and must follow the recommendations they set forth. However, once a student has been properly evaluated and appropriate recommendations set forth, the student must cooperate with the recommendations to participate in extracurricular/athletic activities. If the student does not follow the treatment, he/she will be suspended from the current program and will not be permitted to participate in any future Lehighton extracurricular/athletic activities until the student comes into compliance.
- 8.4 Before any suspension provided for under these rules shall take effect, the student shall be verbally advised by the Head Coach and/or Director of Student Services and Facility Planning of the alleged violation and the student will have an opportunity to explain the action. If, after such conference, the Head Coach and/or Director of Student Services and Facility Planning is satisfied that a suspension is justified, the student shall be notified.
- 8.5 This policy shall also apply to student conduct that occurs off school property and would violate the Code of Conduct.

9. **PARENT/COACH RELATIONSHIP**

- 9.1 Coaches are making decisions that are in the best interest of all members of the team or program. Please be supportive of their decisions. If there are any issues that you wish to discuss with the coach do not attempt to confront a coach before or after a practice or contest. These can be emotional times and may not benefit either party to attempt to resolve concerns at these times.
- 9.2 **PROCEDURES FOR DISCUSSING A CONCERN WITH A COACH** – All coaches were hired to do their job. Any concerns or questions should be directed toward the head coach.
- 9.2.1 Call or Email to set up an appointment with the coach.
- 9.2.2 If the coach cannot be reached, please call the Athletic office to arrange a meeting.
- 9.2.3 If an issue remains after the meeting with the coach, a meeting will be scheduled with the coach, parent/guardian, and Director of Student Services and Facility Planning.
- 9.2.4 If an issue remains after step 9.2.3. a meeting will be arranged with the coach, parent/guardian, Director of Student Services and Facility Planning, and high school administration.

9.2.5 If issue still remains high school administration will consult with superintendent and/or school board.

10. **EARNING A VARSITY LETTER**

10.1 Earning a varsity letter will be at the discretion of the head coach. Each coach has specific criteria for earning a varsity letter, which will be provided prior to the start of the season.

11. **PARENT'S COMMITMENT**

11.1 I understand that as a parent I play a vital role in the development of my child's athletic ability and character, and therefore in the success of the Lehigh Area School District Extracurricular/Athletic Program. Recognizing this role, I therefore commit to the following as a parent:

- Be positive role model so that through my own actions I can help to make sure that my child has the best extracurricular/athletic experience possible.
- Be a "team" fan, not a "my kid" fan.
- Weigh what my child says in any controversy, and work with coaches and/or athletic department to gather all the facts.
- Show respect for the opposing players, coaches, spectators, and support groups.
- Be respectful of all officials' decisions.
- Not instruct my child before or after a game, because it may conflict with the coach's plans and strategies.
- Praise student-athletes in their attempt to improve themselves as students, as athletes and as people.
- Gain an understanding and appreciation for the rules of the sport.
- Recognize and show appreciation for an outstanding play by either team.
- Help my child learn that success is experienced in the development of his/her skills, and that he/she can feel positive about their skill development during the season, regardless of the team's record.
- Take time to talk with coaches in an appropriate manner, including proper time and place. If I have a concern, I will respect the coach by following the designated chain of command.
- Support the alcohol, tobacco and other drug-free policies of our school by refraining from the use of any such substances before and during athletic contests. I will also support my child and hold him/her accountable for their commitment to non-use of substances, improper behavior inside and outside of school including hazing, harassment and bullying.

Note: There is a great website that is most valuable for parents interested in current issues pertaining to sportsmanship: www.sportsparenting.org

Athletic Training Services

Lehigh Area School District offers two certified athletic trainers (ATC) to cover all in-season, P.I.A.A. sports from 7th-12th grade. Athletic trainers are first responders who attend all in-season practices and home events. ATC's are trained in the following areas: knowledge of risk management and injury prevention, evaluation and assessment of injury, acute care of injury, therapeutic rehabilitation of orthopedic injuries and general medical conditions. Part of our responsibilities at LASD is to evaluate and treat the injuries of our athletes. If an athlete needs to be referred to a physician for further evaluation, a clearance note is required for the athlete to return to play. All injuries that occur during an LASD sponsored sporting event need to be reported to the ATC as soon as possible. It is expected that all Lehigh Area student-athletes treat the training staff with respect and abide by the rules listed below. Failure to do so will result in the reporting of the student-athlete to their Head Coach or Designee. Repeated offenses will result in further disciplinary actions.

Athletic Training Room Rules:

1. No Foul Language
2. Be Respectful
3. No cell phones (talking or texting)
4. No food or drink
5. No loitering or socializing
6. Athletes are prohibited from administering treatment to himself/herself or to anyone else.
7. No supplies or equipment can be used or removed from the athletic training room without the permission of the ATC.
8. Athletic trainers have the discretion to report unacceptable and/or inappropriate actions not listed above to the Head Coach or Designee.

If you have any questions you can contact either ATC by calling Lehigh Area High School (610) 377-6180 ext. 2418 or by email: Kristen Gieniec kgieniec@lehigh.org or Abe Gillespie agillespie@lehigh.org.

LEHIGHTON ATHLETIC SIGNATURE PAGE

- I HAVE READ THE STUDENT/ATHLETE'S CODE OF CONDUCT AND AGREE TO UPHOLD THE STANDARDS.
- I HAVE READ THE PARENT/ATHLETE'S SAFETY REGULATIONS PUTTING SAFETY FIRST IN ORDER TO HAVE SAFE PRACTICES AND GAMES
- I HAVE READ THE PARENTS' PLEDGE AND AGREE TO ABIDE BY IT.

STUDENT'S NAME (PRINT) _____

STUDENT'S GRADE LEVEL _____

STUDENT'S SIGNATURE _____

DATE _____ ACTIVITY _____

PARENT'S NAME (PRINT) _____

PARENT'S SIGNATURE _____

DATE _____

RELATIONSHIP (CIRCLE) FATHER MOTHER GUARDIAN

RETURN THIS FORM TO YOUR COACH/ADVISOR PRIOR TO THE 5TH DAY UPON RECEIVING THE MATERIAL. FAILURE TO DO SO WILL RESULT IN A SUSPENSION FROM ALL ACTIVITIES UNTIL THE SIGNED FORM IS RETURNED.