

Lansingburgh Central School District



Co-Curricular Code of Conduct

It is an honor and a privilege to represent your school at all levels of competition. Therefore, your behavior and conduct should always reflect favorably on Lansingburgh whether you're in the classroom, in competition or in the community. You are expected to conduct yourself in an appropriate manner with respect for the rights and welfare of others and demonstrate the proper care for facilities and property. As a member of a Lansingburgh extracurricular activity, you should always strive to portray a positive image of your school. Students in extracurricular activities shall avoid any infractions of the Lansingburgh Student Handbook which constitutes notice of school policies, rules and regulations. In addition, students shall avoid any actions or the participation in an activity outside of school which might bring embarrassment or negative view on the student or school community. Such alleged violations will be subject to review and possible subsequent action. A list of some behaviors which would be considered violations and consequences are attached to the back of this code. This Code of Conduct will be in effect for a period of one calendar year.



Philosophy of Interscholastic Athletics

Participation in interscholastic athletics is an elective activity and therefore a privilege, not a right. Athletics should be a broadening experience about teaching life lessons. A well coordinated program is vitally important to the morale of the school and our community.

Everyone involved in the delivery of athletics possess a unique opportunity to teach positive life skills and values. Desire, dedication, self-discipline and responsibility need to be developed in order to ensure the commitment and personal sacrifice required by athletes. Making such a commitment helps promote integrity, pride, loyalty, and character. The final outcome is better citizenry carrying these values throughout their life.

It is the very nature of athletic competition to strive for victory. However, the number of victories is only one criterion when determining a team's success. Guiding the team to attain maximum potential is the ultimate goal. To this end, the coaching staff must teach student-athletes to prepare in order to reach their maximum potential then to be modest in victory and steadfast in defeat.



Conduct of An Athlete

The conduct of an athlete is closely observed in many areas of life; on the field, in the classroom and in the community. Take pride in yourself, your team and your school. You should always project a positive image. Winning or losing is not as important as your reaction to winning or losing. Your reaction is what people will remember – not the score.

In the arena of athletic competition, a real athlete does not use profanity or illegal tactics, and learns fast that losing is a part of the game and that you should be gracious in defeat and modest in victory. It is always courteous to congratulate your opponent on a well played game after the contest, whether in defeat or victory.

The school is interested in each athlete as an individual, and the coaches will do all they can to help each achieve the highest level he or she is capable of achieving. However, each student-athlete must accept the responsibility that goes with being a member of a team. Our teams represent the school community. The following rules have been developed for all of our modified, junior varsity and varsity team members. The school realizes that in order for these rules to be adhered to, the athletes must believe in them and discipline themselves to abide by them, sometimes sacrificing personal pleasure for the team. Parents are asked to do all they can to support the Code of Conduct and help their child live up to this code.



Training Rules

Training rules are intended to ensure that all athletes maintain the best possible competitive physical condition.

Curfew: It should be recognized by all athletes that adequate sleep is necessary for proper performance. Individual coaches may establish curfew times and set penalties for violations, particularly on nights prior to contests.

Substance Abuse: For the purposes of this document, substance abuse is defined as the use of alcohol, tobacco or drugs not prescribed by a doctor. The use of these substances by athletes will not be tolerated and will result in disciplinary action.

Practice Attendance: You are expected to be at practice on time each day. If you are in school and cannot come to practice, you are expected to see the coach ahead of time and tell them why you will not be there. If you expect to play, you must be at practice. Skipping practice will not be tolerated and can result in suspension or dismissal from the team.



General Rules

Legal: If at any time a student-athlete is arrested and/or charged with a crime, or charged with an act that would constitute a crime if committed by an adult, whether a violation, misdemeanor, or a felony, the student-athlete/parent is required to notify the Athletic Director of the offense and provide the Athletic Director with the accusatory instrument, so that an administrative hearing may be scheduled. Failure to notify the Athletic Director may result in dismissal from the team. At that hearing, a determination will be made and appropriate consequences may be administered.

Detention: Students who have not completed assigned detentions will not be allowed to attend or participate in any school activity.

Suspension: Students on internal or external suspension from school by the school administration in violation of the Lansingburgh Student Handbook will not be able to participate in practice, game or activities on the days of the suspension. If the suspension begins on the day prior to a weekend or vacation and the suspension continues upon return to school, the student is ineligible for any competition or activities while school is out of session.

Travel: Athletes must travel to and from contests with the team. Under no circumstances are athletes to drive in private vehicles unless authorized by the Coach & Athletic Director in advance. Coaches may allow athletes to depart away contests with their parents/guardians. All team members are expected to conduct themselves in fashion that will ensure the safety of all passengers. All safety rules must be followed. All regulations are in effect during charter trips.

Leaving A Team/Activity: Quitting is an unacceptable habit and one that is counterproductive to the traits of extracurricular activities. However, there may be times where students find it necessary to drop a sport/activity for good reason. No student may quit one sport and then participate in another once the teams have been selected. If he/she has been cut from one team, it is legitimate to try-out for another. All legitimate requests for changing sports must be made through the Athletic Director.

In the event a student leaves a team/activity, they will have two school days to personally ask the coach/advisor for reinstatement. The coach/advisor will act on the individual case as they wish. A student who does not follow this process will be removed from the sport/activity.

Outside Team Rule: The New York State Public High School Athletic Association allows outside competition (AAU, Travel, Club, etc). Lansingburgh athletes must understand that commitment to the in-season school teams comes first, and outside participation should not be detrimental to an individual or to a Lansingburgh team. There will be many circumstances where a student should not participate in an outside activity due to the possible effect on the team. Do not participate until you check with the individual coach involved with the school team.

Equipment & Uniforms: It is the responsibility of the individual to turn back to the coach/advisor all clothing and equipment issued. Failure to do so will result in the student being financially responsible for the missing articles. Individuals not paying for the missing articles will forfeit their right to receive any school equipment or clothing in the next sport season or be eligible for any certificate, pin, or letter. A list of all violators will be sent to the Athletic Director or Principal. Students caught stealing issued equipment will receive additional consequences.

Hazing: Lansingburgh is committed to ensure and maintain a safe learning environment for students that is free from hazing. Hazing will not be tolerated at any time.

Hazing is defined by any conduct or method of initiation into any interscholastic team or organization, whether on public or private property, which deliberately or recklessly exploits a less powerful student, physically, emotionally and/or socially. Such conduct characteristically takes place where/when an unfair advantage is being exerted on said person. This conduct includes but is not limited to; shaving, shower pranks, whipping,

beating, branding, forced calisthenics, forced consumption of food, alcoholic beverages, drugs or any other substances.

Social Media: As an organization with a commitment to quality of education and the safety of our students, the standards for appropriate online communication are equally as high. It is important that students recognize the power of public media domains and the potentially negative image that they can portray about other students, coaches, the athletic program, and the school. While we respect the right of student-athletes to utilize the variety of social media options available, we ask that the following guidelines be met by our athletes at all times.

- Refrain from posting material, including pictures, that is threatening, harassing, illegal, obscene, defamatory, slanderous, promoting illegal activities or hostility towards any individual or entity.
- Refrain from posting email addresses or other confidential information of students, faculty or any other person other than yourself. If you choose to post your own contact information for any reason, please be aware that the information will be available to the public and is, therefore, subject to misuse.
- Be aware that college recruiters or future employees are starting to access information placed online on social networking sites. The information you post is considered public information. Protect yourself by maintaining a self-image that you can be proud of in the years to come.
- Any inappropriate activity that is in violation of the above guidelines, including first time offenses, is subject to investigation by the school as well as civil authorities and can be disciplined under the code of conduct.

Appeal Procedure: If a student is dismissed from a team/activity and feels they have not had a fair chance to remain with the team, they would then have the right to appeal the coach's decision. The Athletic Director must be notified by the student within three (3) days of the suspension that an appeal is desired. As soon as possible, the Board of Appeals will meet. This Board will consist of the Athletic Director, a Building Administrator and a coach to be named. The student will then have the right to present their case.



Attendance Policy

Students must be in school to participate in extracurricular activities. Students arriving after the start of period two are ineligible for any competition or activities for that day. The exceptions to this are as follows:

- Funeral
- Medical/Dental Appointments
- Religious Observance
- Required Court Appearance
- Approved College Visit
- Acceptable excuses reviewed and approved by the Athletic Director or Building Administrator



Academic Eligibility Policy

The intent of the academic eligibility policy is to encourage all students to pass each class for each quarter.

- 1) All teachers will indicate a grade for each five-week period using the current reporting system. (Grade ranges for interim reports and grades for report cards.)
- 2) The Athletic Department will generate a list of all students failing 2 or more classes. This will be called the Academic Probation List.
 - a) Note: Interscholastic Athletics is an extension of New York State Commissioner's Regulations for Physical Education; therefore, any student failing Physical Education class will be placed on Academic Probation.
- 3) Guidance will distribute the academic probation list to all faculty members.
- 4) The Athletic Department will send home a letter to parents of those students who were identified above, indicating that their child is on the academic probation list. The letter will also indicate that any parent wishing to have a parent/student/teacher meeting should call the guidance office to arrange for an appointment.

- 5) Students are responsible for reviewing their report cards/interim reports to see if they are in good standing.
- 6) Students who are failing or have an incomplete in two or more subjects are considered to be on academic probation. This means the following:
 - a) The first full week after report cards/interims are distributed students are allowed to practice, and are allowed to participate in sporting competitions, or extracurricular events.
 - b) The second week, on Monday, students are now eligible to provide the Academic Probation Form to all their teachers. The sheets are available in the guidance office. Teachers will indicate if the student is presently passing their course for that quarter. If a student can demonstrate that they have passing grades in all but one class, he/she can now participate fully in all activities for that week. Anyone still failing two or more subjects would continue to be able to practice, but not allowed to play or participate in any extracurricular activity or sporting competition for the week. Students must return completed Academic Probation Forms to the Athletic Director no later than Tuesday at 2:15 pm. Students missing this deadline will remain ineligible until the following week.
 - i) **Students need to give the signed Academic Probation Form which states whether or not they are eligible for that week to their coach or advisor.**
 - ii) **Coaches/advisors must check for the probation form weekly and keep the forms on file for the remainder of the season for verification purposes.**
 - c) Repeat the steps outlined in section b for weeks three, four and five. On each Monday, all students who are on the Academic Eligibility List still must have their Academic Probation Forms signed by their respective teachers for review by the Athletic Department. If a student is not passing all but one course by the end of the third week, the student will not be allowed to participate in games until they are passing all but one course again. They are still required to complete the Academic Probation Forms each week if they are still a member of a team or member of an extra-curricular activity. Ability to play will be determined according to the procedure outlined in paragraph b.
- 7) Students will remain on Academic Probation for the five weeks. At the next report card/progress report, if a student has passing grades in all but one subject area, the student will be removed from Academic Probation and will no longer have to bring around the Academic Probation Form. If a student has been on Academic Probation as a result of progress report grades, and is still not passing all but one course when the marking period ends, they will continue to complete the Academic Probation Forms each week and will follow the action outlined in #6c. They will not start over in the process as outlined in #6a.

Teacher Contact: Teachers are available to help students. Students should speak to their teachers to arrange a mutually agreed upon time and date.

Appeal Procedure: In the event a student/parent/guardian feels extenuating circumstances are involved, an appeal, in writing, may be made to the Principal within five days of the date of the notification letter. A committee composed of the principal, the student's counselor and the student's activity advisor will hear the case and render a decision based on the data provided.



Student Eligibility for Interscholastic Athletics

- A contestant must be a bonafide student enrolled in at least four subjects, including physical education.
- A student-athlete shall be eligible for interschool athletic competition during eight consecutive semesters upon entry into ninth grade. A student-athlete shall be eligible for only four years in one interschool sport unless advanced by the Athletic Placement Process.
- A student-athlete who attains the age of 19 prior to July 1 will not be eligible to participate in the Interscholastic Sports Program.
- Seventh and eighth grade students between the ages of 12 and 15 may participate in the “Modified Program”. A student who reaches the age of 16 during a sports season may complete that season and must play varsity or junior varsity the next sports season.
- In order to participate in interschool competition, a student must show proof of a valid physical exam. A student can receive a physical exam from either the Lansingburgh Central School District or their own physician.

Regular Practices

Practices are essential for proper conditioning, improvement of techniques and acquisition of teamwork skills. Therefore, athletes are required to attend scheduled practices and team activities. Athletes who are absent from school are excused from practice on the same day as the absence. Athletes who are suspended from school may not participate in the practices or competition during suspension.

Family Vacations

Practice schedules and attendance rules are set by coaches in a consistent and fair manner and are approved by the Athletic Director prior to implementation. When parents/guardians and student-athletes choose to take their family vacation during the sport seasons, it must be understood that the time missed can affect team chemistry and personal conditioning. Teams cannot be developed to their fullest potential when all members are not present. Student-athletes who miss practices or competitions for any reason will likely have their position and/or playing time adjusted. The athlete and/or parent **MUST** personally inform the coach as soon as possible of their vacation plans.



Parent/Coach Relationship

Both parenting and coaching are extremely difficult endeavors. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefit to children. As parents, when your child becomes involved in our program, you have the right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program.

Communication you should expect from your child's coach:

1. Philosophy of the coach (within the guidelines of the athletic department).
2. Expectations the coach has for your child, as well as all of the players on the squad.
3. Locations and times of all practices and contests.
4. Team requirements (i.e., fees, rules, special equipment)
5. Procedure should your child be injured during participation.
6. Discipline that results in denial of your child's participation.

Communication coaches expect from parents:

1. Concerns expressed directly to the coach.
2. Notification of any schedule conflicts well in advance.
3. Specific concern in regard to a coach's philosophy and/or expectations.

As your children become involved in the athletic program at Lansingburgh, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way you or your child wishes. At these times, discussion with the coach is encouraged.

Appropriate concerns to discuss with the coaches:

1. The treatment of your child, mentally and physically.
2. Ways to help your child improve.
3. Concerns about your child's behavior.

Issues not appropriate to discuss with coaches:

1. Playing time
2. Team strategy
3. Play calling
4. Other student-athletes

There are situations that may require a conference between the coach and parent. It is important that both parties involved have a clear understanding of the others' position. When these conferences are necessary, the following procedure should be followed to help promote a resolution of concern.

Procedure to follow to discuss a concern with a coach:

1. Call to set up an appointment with the head coach.
2. Lansingburgh Athletic Department – (518) 233-6816

If the coach cannot be reached, please call the Athletic Director at the number above and he will arrange the meeting for you.

Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature do not promote resolution.

The Next Step:

What can a parent do if the meeting with the coach did not provide satisfactory resolution?

1. Call and set up an appointment with the Athletic Director. The parent/guardian, coach, and Athletic Director will meet to discuss the problem.
2. At this meeting, the appropriate next step can be determined.

Parents are encouraged to discuss issues and problems with the Athletic Director. However, if a parent has specific complaints regarding the coach, then the coach must have the opportunity to be present to meet with the parent.



Disciplinary Action

The following is a list of disciplinary actions that may be taken for each infraction. This list is not inclusive of all incidents or outcomes that may occur. The administrator has discretion based on level of occurrence and severity. If a student continually violates school rules, regulations or policies, the action is likely to be the maximum. However, a student's good behavior will be considered prior to taking action. A student's disability will, by law, be considered.

In the case of a severe violation of the rules, the actions may extend beyond the consequences listed below to include criminal referral. When damage to personal, private or public property occurs, restitution or public service will be required. For seniors, violations may result in loss of participation at senior events and graduation ceremonies. Athletic and activity privileges may be lost if codes of conduct for those programs are violated. Suspensions will not exceed five (5) school days. Maximum expulsion period is one year. Suspensions can be appealed only to the Superintendent of Schools.

INFRACTION/VIOLATION	MINIMUM	MAXIMUM
*Alcohol or Drugs - distribution or attempted distribution of either.	Suspension	Superintendent Hearing
*Alcohol or Drugs - possession, use or being under the influence.	Suspension	Superintendent Hearing
*Arson	Superintendent Hearing	—
*Assault	Suspension	Superintendent Hearing
Bus Misconduct	Warning	Suspension
Disruptive Behavior or Conduct	Warning	Suspension
Electronic Communication Misuse	Warning/Confiscation	Suspension
*Explosive Device	Superintendent Hearing	—
*Fighting	Suspension	Superintendent Hearing
*Firearms/Replicates	Superintendent Hearing	—
*Forgery	Warning	Suspension

*Gambling	Warning	Suspension
*Gang Activity	Warning	Suspension
Insubordination	Warning	Suspension
Parking Violation, Reckless Driving	Warning	Loss of Parking Privilege
Plagiarism/Cheating	Warning	Suspension
Profanity/Inappropriate Language	Warning	Suspension
Retaliatory Acts	Warning	Suspension
*Sexual or Racial Harassment	Warning	Suspension
*Theft	Suspension	Superintendent Hearing
Threats of Violence, Hazing, Harassment, Intimidation, Bullying, Menacing	Warning	Superintendent Hearing
Tobacco Possession or Use	ISS	Suspension
Trespassing	Warning	Suspension
*Vandalism	Restitution	Suspension
Violation of Cyber Policy	Warning	Suspension
*Weapons or Other Dangerous Items	Superintendent Hearing	—

*School officials may be required to notify law enforcement.

Violations of the Code of Conduct will result in the loss of games and activities during the season or the following season(s) of a sport the athlete has previously participated in:

- First Offense - 20%
- Second Offense - 50%
- Third Offense - 100%

Note: Any illegal activities will be viewed immediately as a second offense.

APPENDIX A - ACADEMIC PROBATION LETTER



LANSINGBURGH CENTRAL SCHOOL DISTRICT

320 7TH Avenue, Troy, NY 12182 • (518)233-6816 • Email: mrobbins@lansingburgh.org

Director of Athletics

Michael T. Robbins

[DATE]

Dear Parents/Guardians,

After reviewing your child's grades from the **First Quarter Interim Report**, they have been placed on Academic Probation due to failing two or more courses. Your child will be able to participate in their respective athletic contests until **Tuesday, October 22 at 2:00 p.m.**

Each Monday thereafter, a weekly Academic Probation Sheet will be available in the Athletic Office. The sheet will have to be completed and returned to the Athletic Director by 2:15 p.m. the following day (Tuesday). If, at that time, your child is failing one or fewer classes, they'll be able to participate in athletic contests (scrimmages, games, meets, etc.). If your child is failing two or more classes, they're deemed ineligible, meaning they can continue to practice, but cannot participate in contests. The form must be signed by the Athletic Director and a copy will be provided to your child's coach. This process will be done weekly until the end of the **First Quarter**. Your child's grades will be evaluated at the end of the **First Quarter** to determine if they are to continue on Academic Probation.

If you have any questions regarding this policy or would like to discuss your child's academic progress, please call the Athletic Office at (518) 233-6816. The intent of our policy is to encourage all of our students to pass each and every class they're enrolled in.

Sincerely,

A handwritten signature in black ink that reads "Michael T. Robbins". The signature is written in a cursive style.

Michael T. Robbins

