Scarborough Middle School
Co-Curricular Code of Conduct 2024-2025

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The following document is a copy of the information provided in the Co-Curricular Code which each student participant, along with their parents will sign. You should be very familiar with the policies and expectations explained here. These guidelines work in conjunction with and in addition to any school rule and school board policies. For a list of school board policies you may visit the Scarborough Public School website. If you have any questions, do not hesitate to contact the department of athletics & activities.

The SMS Co-curricular guidelines have been developed to support and promote healthy, enriching, and safe activities for all students. These guidelines must be followed by any student that participates in Scarborough Middle School sanctioned sports and activities.

These guidelines are in addition to other SMS guidelines as well as specific team rules. Administrators in partnership with coaches reserve the right to use their discretion and authority while dealing with each individual situation. Please understand that it is very difficult to list every possible expectation or situation, there may be an occasion when a decision needs to be made about particular interpretations of the expectations or an unstated rule.

Please Note: These guidelines are subject to SMS administrative change. Please refer to the school website for the most up-to-date version of the guidelines.

Philosophy

Students should develop skills, knowledge and understanding of their chosen activity together with respect and appreciation for team members, opponents, coaches, officials, their community and their school.

Middle School co-curricular programs are designed as an extension to the classroom to promote and develop a well rounded experience for our students. At SMS we believe that Character development is and should be at the forefront of what drives our program goals, process and results. Our programs shall challenge student's intellect, stimulate creativity, promote leadership, enhance academic achievement and provide a means for students to express their artistic and performing talents while growing as young members of our society and community. As such, our guidelines are in place to help develop those life long skills and get students to understand that, in being a member of a team, they are representing something bigger than themselves.

Our students will:

- Treat opponents with respect at all times.
- Abide by the rules of the contest.
- Respect the judgment of the officials.
- Display no behavior to incite fans.
- Accept seriously the responsibility and privilege of representing our school and community.
- Display positive public action at all times.
- Live up to the high standards of sportsmanship established by the Athletic/Activities Department.
- Represent our school and community in the best manner possible by demonstrating class and respect during games as well as during all trips and meals associated with the athletic program.

Our Coaches/Advisors will:

- Always set a good example for athletes and fans to follow.
- Exemplify the highest ethical and moral behavior.
- Demand that sportsmanship is our number one priority.
- Respect the judgment of officials.
- Treat all participants with respect.
- Develop and enforce penalties for participants who do not abide by sportsmanship standards.

Guidelines

I. Online Registration

The on-line registration through FamilyID (Arbiter Sports) must be completed prior to participation. When submitting the registration you will be prompted to pay a participation fee. It is important to note that the fee is not required in order to submit the online registration.

II. Insurance

Each student is required to carry adequate insurance. Individual Insurance may be purchased at the family's expense. If a family or student-athlete needs insurance for a given season of activity they may contact the Athletics/Activities Office.

III. Physical Examination

To participate in any athletic season students' physical exam must be valid through the last play-day of that sport season.

IV. Student Athletic/Activity Fee

Students must pay the school activity fee associated with their sport/activity prior to participating in the first countable game/competition and/or performance. Please check the appropriate box in the Family ID registration program if financial support is needed.

V. Personal Conduct

a. All students are to conduct themselves as positive representatives of their families, their school, and their community at all times.
b. Profanity or sudden outbursts of negative emotion will not be tolerated in any situation or setting.
c. Each student will be polite and courteous to team members, opponents, coaches, fans, and officials.
d. Proper attire, in accordance with all school rules, will be the expectation for all student-athletes.
e. Students are to meet, and strive to exceed, the behavioral standards defined in the Scarborough Middle School Student Handbook. Students who participate in extracurricular programs are reminded that school disciplinary obligations must be met prior to participating in any activity. This includes practices, competitions, and trips.
f. Sportsmanlike conduct is expected of all participants and spectators. Inappropriate behaviors may result in suspension or dismissal from the team/club or removal from the event and possible suspension from attendance at future events.
g. Uniforms and equipment issued for a sport or activity may be worn or used only during practice or competition. For example, game shirts should not be given to anyone to wear on game days. The student will not be responsible for equipment or uniforms damaged during the normal course of practice or play.
h. Students are not permitted to be in an unsupervised area at any time.
i. Face and body paint are not considered an appropriate addition to game/practice attire. Cleats are not allowed in the school building at any time.
j. **Cell phones, cameras or other personal electronic devices may not be displayed or used in the locker room, under any circumstances and must abide by all school rules and policies related to the use of cellular phones and electronic devices.**
k. The use of cell phones or other photo/video devices will not be permitted during bus travel, during practices or games unless the student gains permission from the coach.

VI. Participation and Tryouts

Student participants should understand that participation in co-curriculars is a privilege and they must abide by the rules outlined in this contract as well as the student handbook.

Middle School Athletic teams will be offered to 7th and 8th grade students. No 7th graders may play on the 8th grade team. 7th grade students may be used for the 8th grade team, only if the minimum number of participants for that particular sport are not registered. This same procedure and policy is true for 6th graders playing on 7th grade teams. The use of 6th grade students for sports in which both 7th and 8th grade students compete, as one team (not separate), will be determined on a sport-by-sport (season-by-season) basis. When sport registration is opened to 6th grade students the athletic department will send out an electronic notification to all 6th grade families detailing the registration process/information for that sport.

Prior to the tryout period, the coach/advisor will provide an explanation of their expectations. It is the Students responsibility to demonstrate that they can meet those expectations.

A student participant who transfers in from another school and wishes to participate on a given team after the first practice may be given a try-out period which will be mutually agreed upon by both the head coach and the Athletic Director and only be granted if it does not displace any student-athlete who was present for the tryout period. The transferring student-athlete may not participate in a game until the agreed upon try-out period has been finished in full.

A student, who is enrolled at Scarborough Middle School prior to first practice of a season, will be unable to join a team after the date of the first scheduled contest. Consideration may be given to special circumstances to be approved by the administration. Students may not leave one sport to participate in another after the first event/contest of either of the sports in consideration.

Squad Selection/Cutting: There are factors which necessitate the size of a team to be limited in order to maintain a high level of safety, coaching effectiveness, playing and practice time. It is our desire to have as many students as possible participate in the extracurricular programs while at Scarborough. Our coaches try to keep as many students as they can without unbalancing the integrity of the activity. Safety, time, space, facilities, equipment and other factors will be some of the considerations as to the most effective roster size for a particular activity. Choosing the members for extracurricular teams is the sole responsibility of the coach. When it is necessary for a coach to cut, they will personally inform each student. A determination will be made as soon as possible for that sport as to whether “cuts/tryouts” are necessary. Students involved in “cut” sports must participate in the try-out period. A student who is enrolled at Scarborough Middle School prior to the first practice and does not participate in the try-out period forfeits their ability to participate in that sport for that season. Students who register for a sport that is holding try-outs will not be granted additional time for try-outs if the student is not participating due to eligibility requirements.

VII. Team Rules & Standards

Individual coaches/advisors may establish additional rules and standards beyond those outlined in this document for their groups. Such rules will be explained to the athletes by the coach.

VIII. Practice/Meeting Requirements

Students are expected to attend and be on time for all practices, meetings & games. If this is not possible on a given day, the student or parents should notify the coach in advance. Coaches/advisors reserve the right to put forth additional attendance policy for their team. If a student is late or absent due to academic reasons, they must

bring a pass from the staff member/teacher to the coach. For further information about absence please see the "Attendance" section below.

IX. School Discipline Obligations

A student participant with a school disciplinary obligation is expected to fulfill the disciplinary obligation before reporting to an athletic/activity meeting, practice or game. A student may not participate in or attend any event until any and all discipline obligations are completed in full and on time. Students cannot expect nor request disciplinary action to be postponed or canceled for any athletic/activity related reason. Scarborough Middle School reserves the right to remove a student participant from a team/group for excessive disciplinary issues.

The Athletic/Activities Director or Coach/Advisor may declare students who face disciplinary action during the school day, ineligible from participation for a discretionary period.

X. Unsportsmanlike Behavior

Students who receive technical fouls, yellow cards, penalty minutes, or other penalties for unsportsmanlike behavior may be suspended from game participation and may meet with the Athletic Director and Coach to determine an appropriate course of disciplinary action that may follow. Students ejected from any contest may be asked to complete a course on sportsmanship prior to returning to participation.

XI. Sportsmanship and Citizenship

All participants in athletic/activities programs must understand that it is a privilege to participate in school programs and that they are representing our school, parents, friends, community and coaches. An athlete's actions in school, on the playing surface, and in the community, should reflect this at all times. Any behavior unbecoming will be reviewed by the coach and/or athletic director and may lead to missed play, suspension or dismissal from the program.

XII. Hazing & Bullying/Cyberbullying

Scarborough Public Schools believes that hazing or bullying/cyberbullying activities of any type, on or off school property, by any student, staff member, group, or organization affiliated with the schools, are inconsistent with the educational process and shall be prohibited. No student shall plan, encourage, or engage in these types of activities. Instances of Hazing, Bullying/Cyberbullying will be handled in accordance with state law and local school policy. Individuals found to be in violation of this policy may be subject to disciplinary action, which may include suspension from school and/or extracurricular activities, expulsion, or other appropriate measures.

XIII. Equipment/Uniforms

Each participant must return to the coach any school uniforms or equipment immediately following the conclusion of the season. Equipment which is damaged or not returned will result in a fee being charged to the student/family. Failure to pay the fee will result in the student being ineligible for future activities until equipment is returned or paid for in full.

Uniforms: Participants must be in appropriate team apparel for games. This apparel is not to be worn for non-related school functions or shared with anyone else to wear. Any damage and cost to fix such damage will be the responsibility of the student and their families. Students shall not lend their game/contest uniform to others. If a game/contest uniform is found to be lent to any person(s) other than that of whom it was issued, the lender may be subject to consequences.

XIV. Game Dress Requirements

Athletes are expected to dress neatly when representing Scarborough Public Schools at games. Any other dress requirements should be given by the coach.

XV. Injuries/Head Trauma

Each participant should report any and all injuries to his/her coach/advisor immediately. Any student referred to a physician will not be eligible to start any return to participation until written clearance is obtained from the physician. Students who have received head injuries or concussions, must be cleared with the SPS training staff and/or the SMS nurse's office, prior to returning to practice or games. School medical personnel will have the final decision on when a student-athlete returns to participation. Doctors notes are just the first step in any return to play progression.

Any middle school student-athlete who is suspected of sustaining a head trauma is NOT allowed to return to athletic activity that day. The head trauma can be suspected by a coach, athletic director, nurse, or official. Scarborough Public Schools requires that the student participant be seen by a licensed medical professional trained in concussion management and must obtain a clearance note from that medical professional prior to beginning any return to play progression and returning to participation.

XVI. Academic Eligibility

The athletic/activities office will only honor those grades that are posted in the PowerSchool system. The athletic/activities office does not make changes or decisions pertaining to students' grades. It is the responsibility of the students and parents to know their academic standing prior to participation. Parents and students should monitor academic progress through the school year and can track this progress through the PowerSchool system, through established communication methods with teachers, and/or by communicating with student support services, such as the school Guidance Office.

A student's eligibility to start the upcoming season will be determined by the seasonal eligibility checkpoint for that sport.

- ***Eligibility Requirements:***
  - A student must be passing (70 or above) all classes at the time of the season eligibility checkpoint (*see checkpoints below)* prior to the start of a given season in order to participate. See below for grades listed as "incomplete".
  - If a student is deemed ineligible at the seasonal eligibility checkpoint for their sport they will be placed on a two week probationary period, following the date of the initial check. Two weeks will be defined as 10 complete school days from the day of the initial check. The student will have until the end of the school day on the 10th day of the probationary period.
    - If a student is ineligible (placed on academic probation) they will be allowed to practice but not participate in a contest during the probationary period until the student is deemed eligible following the two week check.
  - If after the two week period, the student has not met the eligibility requirements (passing all current classes) they will be ineligible to participate for the remainder of the season.
  - After the two week probationary period there will be no other check for that sport season.
  - Incompletes:
    - Incompletes at the initial seasonal checkpoint will count as a non-passing grade as it relates to the eligibility check.

- If all other classes are passing, beyond that of any incompletes, at the initial check, the probationary period will end as soon as the incomplete from the initial check is complete so long as the final grade for the incomplete is passing.

Please note: Classes that a student is enrolled in after the two probationary checks may be different then those classes that initially put the student on probation from the initial check. A student on probation must be passing all currently enrolled classes at the two week check.

➢ ***Seasonal eligibility checkpoints:***

- Fall Season: All students are eligible to participate
- Winter 1 Season: 1st Quarter grades from current school year
- Winter 2 Season: 2nd Quarter grades from current school year
- Spring Season: 3rd Quarter grades from current school year

XVII. Attendance

The student must be present in school for the full day in order to participate in any after-school athletics or activities that afternoon or evening. The student will not be permitted to participate that day if:

1. he/she is marked unexcused or suspended for any reason from school or any period;
2. if the student is absent or dismissed early due to any personal illness and/or;
3. if he/she is dismissed during or arrives late to the school day due to illness.

Student-athletes who are late and unexcused on the day of a sporting event or practice will be ineligible on that given school date. The Athletic Office determines whether a student is excused or unexcused based on what appears in the PowerSchool system. Students/parents must be aware of how attendance is coded in the Powerschool system on each day. Whatever is posted in Powerschool for attendance will guide any determination relative to participation in afterschool activities.

➢ ***Absences from practices/games/meetings***

Participating on a school sanctioned team is a privilege and a commitment. Families should have a discussion on whether or not they can make the commitment to the team for the entire season. Each team/group member is expected to be present for all team/group meetings, practices and games. Students who know they will be absent from scheduled events for any period of time should discuss their situation with the coach prior to the start of the season. Coaches/Advisors will discuss with the student what the resulting action will be if they miss games/events and/or practices. Students with unexcused attendance issues to their teams meetings may be removed from the team. Missing a school sanctioned event or practice for an outside group activity in which the school offers is not an excused absence from the team.

For extended excused absences, the minimum standard is that a student shall practice the same amount of days he/she missed before being able to participate in a contest/event.This does not pertain to the “try-out” period. Students must be present for try-outs as explained in the section (above) entitled: **Participation and Tryouts.**

XVIII. Termination of Participation

Any student who chooses to discontinue participation in a program must inform the coach immediately, and return all uniforms/equipment within one school day. Students may not leave one sport to participate in another after the first event/contest of either of the sports in consideration.

XIX. Transportation

Parents/Guardians will arrange for transportation for the student promptly following the conclusion of practice. Athletes are expected to travel to and from games on district transportation whenever buses are made available by

the school. Athletes may only travel home from away games with their parent/guardian and may only do so if the parent/guardian has signed their child out with the coach prior to departing the away facility.

Buses will not wait for students beyond the designated departure time. Students arriving by other transportation without prior approval from the Athletic/Activities office may not be allowed to participate. Buses will not stop to pick-up a student who may be late, once the bus has left the parking lot area.

- ***Bus Etiquette***
  - *Excessive noise is not permitted*
  - *Electronic devices with headphones are permissible at the coaches/advisors discretion*
  - *All students are to remain seated while the bus is moving*
  - *There is to be no trash or equipment left on the bus*
  - *Students are no to change clothes on the bus*
  - *Cleats are not to be worn on the bus.*

XX. Students with Disabilities

A student with disabilities will have equal opportunities to participate in field trips and/or extracurricular activities if he or she meets the essential eligibility requirement. The school district will provide reasonably needed accommodations or related aids and services that will support the student in their participation in the particular field trip and/or extracurricular activity.

XXI. Laptops/MLTI devices/School Issued Belongings

All students are expected to abide by the rules and regulations outlined in the "MLTI Guidelines & Proper Care" contract. All disciplinary actions will follow those outlined by the school. Students must take proper care of their devices even during their after school activities. Laptop and other belongings should be placed inside the locker room, inside the gymnasiums on the bleachers, or be taken with them to their practice or event and immediately picked up at the conclusion of those events.

XXII. Study Hall & Afterschool Conduct

Students must make plans for after school hours with their families. Students are not permitted at any time after school hours to be unsupervised on school grounds or inside the school building. As mentioned previously, students must behave themselves in a respectful manner at all times, this includes time from the last bell until their event begins. On many occasions, an after school study hall will be offered. Study hall, when offered, will run from the last bell until approximately 4:00PM. Students who attend study hall are expected to behave respectfully. Students may not leave study hall and come back. Once a student is signed into study hall on a given day they may leave and come back for an approved reason by the study hall monitor (i.e. use the bathroom).

XXIII. Social Media

a. Any and all cyberbullying will not be tolerated and will be handled in accordance with state law and local policy.
b. Student-athletes are expected to follow all behavioral standards, listed in this document, online as they would offline.
c. Students must remember that the Internet is permanent
d. Avoid posting offensive or inappropriate language, pictures, videos or comments
e. Ensure content posted on these sites does not depict inappropriate or illegal activities
f. Don't post anything you wouldn't say in a public forum when representing Scarborough Public Schools or anything you wouldn't say to the media
g. Be in the right state of mind when you make a post - don't post when you're angry, upset, or your judgment is impaired in any way

h. Check your privacy settings. It is recommended that the strongest security settings be used for Facebook, and that student-athletes have "protected tweets" on Twitter, wherein only approved followers will be able to view tweets
i. Never post your home address, local address, phone number(s), birth date or other personal information. You could be a target of unwanted behavior from others. For additional safety measures, it is recommended that student-athletes do not include their location in Facebook posts and tweets
j. Understand that anything posted online is available to anyone in the world - any content placed online becomes the property of the site(s) and is completely out of your control the moment it is placed online, even if you limit access to your page
k. Ensure any information placed on the website(s) does not violate any School Department, athletic department or student-athlete codes of conduct.
l. Do not comment on athlete injuries, rosters, playbooks, officiating or any other team information that should be kept confidential

XXIV. Position on Abusive Language

Abusive and inappropriate language is known to be the first step toward violence on and off the playing fields. Scarborough Coaches will not tolerate foul language directed at oneself, opponents, officials, fans, or any other individuals with whom our athletes come into contact. Athletes should be removed from games or practices immediately for using such language and repeat offenders should be reported to the Athletic Director.

XXV. Chemical Health Policy

Any first offense in which a student is reported by a school employee or another authoritative source to use, intend to use, possess, transport, or intend to distribute alcohol, tobacco or tobacco-related products, drugs, or controlled substances will result in a consequence determined by the administration on a case by case basis. A second offense within one calendar year may result in a one-year suspension from all athletic offerings.