



Carrollton-Farmers Branch Independent School District District-Wide Guidelines for Extracurricular Students

A. OVERVIEW

A student's participation in Carrollton-Farmers Branch ISD extracurricular activities is a privilege and not a right. The privilege of representing the Carrollton-Farmers Branch in extracurricular activities carries with it a greater responsibility to conduct oneself with respect and dignity, and to serve as a role model for all students. Consequently, extracurricular activity participants are expected to comply with the Extracurricular Code of Conduct (ECC) at all times, regardless of location and throughout the calendar year. This includes both on and off-campus conduct as well as evenings, weekends, holidays, and summer vacation.

These guidelines and statement of consequences apply to all students involved in extracurricular activities. The purpose of these guidelines is to deter and eliminate the violation of all prohibited activity, establish consistency in consequences across all activities, promote a high-quality educational experience in all activities, assist CFBISD in maintaining order and a safe learning environment, and promote a high level of civic and individual responsibility among students.

These guidelines pertain to the following activities during school and non-school time, such as the use of alcohol, tobacco, illegal drugs, hazing, bullying, harassment, theft, criminal offenses, and abuse of media. These activities may also result in placement at the District's Disciplinary Alternative Education Program (DAEP) in accordance with the Student Code of Conduct. To ensure consistency among activities, these guidelines shall be used by all extracurricular groups and reviewed by the athletic director and campus administrators. However, nothing in these guidelines prohibit an extracurricular activity sponsor from developing activity guidelines and rules to address topics that are specific to his or her discipline. Extracurricular students and their parents should refer to Board policy [FO\(LOCAL\)](#).

B. DEFINITIONS

The following definitions will apply to these guidelines:

Extracurricular Activities- Board Policy [FM \(LEGAL\)](#). An extracurricular activity is an activity sponsored by the UIL, a board, or an organization sanctioned by board resolution. The activity is not necessarily directly related to instruction of the essential knowledge and skills but may have an indirect relation to some areas of the curriculum.

Activities governed by this Code include, but are not limited to, public performances, contests, demonstrations, displays, and club activities. In addition, an activity is subject to this policy if any one of the following criteria applies:

1. The activity is competitive;
2. The activity is held in conjunction with another activity that is considered extracurricular;

3. The activity is held off campus, except in a case in which inadequate facilities do not exist on campus;
4. The general public is invited; or
5. An admission is charged.

Examples of extracurricular activities include, but are not limited to UIL-governed activities, Student Athletics, Dance & Drill Teams, Bell Guards, Cheerleaders, Spirit Group, Fine Arts, Clubs, Mock Trials, AC DEC, and other school sponsored student activities unique to a campus.

Exceptions for Public Performance and State-Approved Music Courses

A student ineligible to participate in extracurricular activity, but who is enrolled in a state-approved course that requires demonstration of the mastery of essential knowledge and skills in a public performance, may participate in the performance if:

1. The general public is invited; and
2. The requirement for student participation in public is stated in the essential knowledge and skills of the course.

A student ineligible to participate in an extracurricular activity, but who is enrolled in a state/approved music course that participates in UIL Concert and Sight-Reading Evaluation, may perform with the ensemble during the UIL evaluation performance.

For the purpose of this document, any events that meet the above exception will be designated as co-curricular and this code of conduct will not apply.

Bullying – Written or verbal expression, including electronic communication, (a social media application, an internet website, or any other internet based or electronic communication tool) or physical conduct that occurs on school property, at a school-sponsored or school-related activity, or in a vehicle operated by the District that exploits an imbalance of power and interferes with a student's education or substantially disrupts the operation of a school, and that: (1) has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to a student's property; (2) is sufficiently severe, persistent and pervasive enough that the action or threat creates an intimidating, threatening or abusive educational environment for a student; (3) materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or (4) infringes on the rights of the victim at school. Bullying can be a single act or a pattern of acts, and includes cyberbullying. See District policy FFI for additional information on bullying. [FFI\(LOCAL\)](#).

Extracurricular Student-Carrollton-Farmers Branch ISD student participating in Carrollton-Farmers Branch ISD extracurricular activities.

Harassment- Conduct that meets the definition of "harassment" prohibited in Board policies FFH (LOCAL) and DIA (LOCAL). Examples of prohibited harassment may include offensive or derogatory language directed at another person's religious beliefs or practices, accent, skin color, or need or accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name calling, slurs, or rumors; cyber harassment; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

Hazing- Any intentional, knowing, or reckless act occurring on or off campus by one person alone or acting with others, directed against a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization if the act:

1. Is any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing harmful substance on the body, or similar activity;
2. Involves sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other similar activity that subjects a student to an unreasonable risk of harm or that adversely affects the mental and physical health or safety of the student;
3. Involves consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance, other than as described by item 5, below, that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of students;
4. Is any activity that induces, causes, or requires the student to perform a duty or task that involves violation of the Penal Code; or
5. Involves coercing, as defined by Penal Code 1.07, the student to consume:
 - a. A drug; or
 - b. An alcoholic beverage or liquor in an amount that would lead a reasonable person to believe that the student is intoxicated, as defined by Penal Code 49.01.
 - c. Education Code 37.151(6)

Leadership Position - A position or office an extracurricular student holds in an organization or group either by election or appointment. Such positions may include without limitation: captain, officer, squad leader, drum major, section chair.

Parent/Guardian- A student's parent(s)/guardian(s) or other person in lawful control of the student.

Period of removal- Period of time during which an extracurricular student is excluded from any participation in an extracurricular activity due to violation of the prohibitions.

Possession- To knowingly have in or on: (1) a student's person or in the student's personal property, such as the student's clothing, purse, or backpack; (2) in any conveyance used by the student for transportation to or from school or school-related events or activities, such as an automobile, truck, motorcycle, or bicycle; or (3) any other school property used by the student, such as a locker or desk.

Prescription Drugs- A drug prescribed by a licensed physician specifically for that student. A student who uses a prescription drug in a manner prescribed by the student's physician and who has followed school policies in such use may not be considered to have violated this policy.

UIL Competition Date- A day on which the individual or group actually competes or performs in a UIL or non-UIL sponsored activity when the school is represented.

Use - With respect to substances, voluntarily consuming, injecting, ingesting, inhaling, or otherwise introducing into the body. With respect to objects or devices, putting into action or service or carrying out an action or purpose with the object or device.

C. EXPECTATIONS

CFBISD expects that all students, including Extracurricular Students, will conduct themselves

at all times, including both school and non-school time, in an exemplary manner that brings honor to the District, their school, and themselves.

It is expected that students:

- a. Maintain an average of 70% or better in all academic courses, except as provided in District policy [FM \(LEGAL\)](#);
- b. Be punctual and prepared for all games, practices, meetings, performances, camps, and/or other scheduled events related to an extracurricular activity;
- c. Treat all school property with respect and ensure that school property is returned upon request and in good condition (excluding reasonable wear and tear);
- d. Abide by the District's dress and grooming standards for students as well as any dress and grooming standards applicable to the specific extracurricular activity;
- e. Comply with UIL rules, if applicable;
- f. Be courteous and respectful toward all fellow participants, school faculty and staff members, spectators, parents, and officials, whether from Carrollton-Farmers Branch ISD or from any other school district;
- g. Provide 12 hours' advance written notice, when possible, to the sponsor/coach/director of an activity if they are unable to attend a game, practice, meeting, performance, and/or other scheduled event related to the extracurricular activity;
- h. Comply with all rules and the District-Wide Guidelines for Extracurricular Students and those established for a specific extracurricular activity in which the student participates; and
- i. Comply with and adhere to the behavioral standards identified in the District's Student Code of Conduct.

Participation in extracurricular activities is a privilege and is conditioned on the student's compliance with all rules and regulations of the extracurricular activity and any District policies and guidelines.

Prohibitions- Students who participate in extracurricular activities shall not engage in inappropriate or unlawful behavior, including but not limited to the following:

1. The use, possession, sale, or furnishing to others alcohol, tobacco, electronic cigarettes, drugs, or drug paraphernalia of any kind;
2. The act of bullying, hazing, or harassment as defined by Board policy and the Student Code of Conduct;
3. The involvement in criminal activity, whether on or off campus;
4. Fighting;
5. Failure to follow activity rules;
6. Unsafe or disruptive behavior;
7. Misuse of District property or the property of others;
8. Threats to others;
9. Any other behavior which the sponsor/coach/director deems improper, including but not limited to unsportsmanlike conduct, classroom disciplinary referrals, failure to cooperate with teachers or others in the activity, insubordination, poor attendance, and/or promotion of alcohol or drug use on a website, or lewd or profane language or images, including language online or by other technology device.

Any student who participates in the above-mentioned conduct will be subject to disciplinary measures, which may include, but is not limited to, suspension or removal from extracurricular activities as well as any other discipline authorized by the Student Code of Conduct.

D. VIOLATIONS

An extracurricular student violates the prohibitions if he or she:

1. Receives any citation for or is arrested for illegal alcohol/tobacco/drug activity or substance on or off school property. (see note below)
2. Performs or participates in an extracurricular activity while under the influence of alcohol or other drugs.
3. Participates in any form of hazing, bullying, or harassment.
4. Engages in technology-related communications or conduct (i.e., texting, Facebook, Twitter, SnapChat, Instagram, TikTok, and other digital resources, apps, and sites) that materially and substantially interfere with the operation of the extracurricular activity or the rights of others.

Note: An extracurricular student who receives a MIP, MIC, DUI, DWI, or other alcohol/tobacco/drug citation or is charged with a criminal offense shall promptly notify the activity sponsor. An extracurricular student who fails to do so may be subject to further disciplinary action once the activity sponsor or administrator learns of the offense.

E. PROCEDURES

When an activity sponsor/coach/director or campus administrator learns that an extracurricular student has violated the prohibition(s), the sponsor will gather as much information as is available about the suspected violation and shall immediately communicate with the campus administrator who will conduct a formal investigation. In addition, the District Athletic Director or the District Director of Fine Arts shall be notified. The student and his/her parent/guardian will be notified of the suspected violation of the prohibition(s) and offer the student and his/her parent/guardian a conference with the administrator or designee and/or sponsor/coach/director to give them an opportunity to provide information about the student's suspected actions. The appropriate consequence will be issued if there is a preponderance of evidence that the violation occurred.

If it is determined that a violation did occur, the administrator and the sponsor/coach/director will determine the start date for the consequence and will notify the student and his/her parent/guardian in writing of the start date and reasons for any consequences imposed. Consequences will not be delayed for a student or parent/guardian who refuses to meet with the District staff.

When a student self-reports a violation of these guidelines that does not result in the issuance of a citation or other penalty from law enforcement before the District otherwise learns of the student's actions, the District may, in its sole discretion, consider the student's self-report as a mitigating factor to support a reduced probationary period for a first offense. A student or parent/guardian who is not satisfied with the outcome of the conference or the principal's decision may follow District policy for parent/guardian complaints [FNG \(LOCAL\)](#), but the consequence will not be

delayed during the appeal process.

The board of trustees of a school district is not required by Subsection (a) or Section 11.1511(b) (13) to address a complaint that the board receives concerning a student's participation in an extracurricular activity that does not involve a violation of a right guaranteed by Chapter 26, Texas Education Code. This subsection does not affect a claim brought by a parent under the Individuals with Disabilities Education Act (20 U.S.C. Section 1400 et seq.) or a successor federal statute addressing special education services for a child with a disability. Tex. Educ. Code 26.011(b), [FNG \(LEGAL\)](#).

F. CONSEQUENCES

All extracurricular students are expected to comply with these guidelines. An extracurricular student who does not do so is subject to disciplinary action. Some offenses may be so severe that they will result in immediate removal of the student from the extracurricular activity and/or Disciplinary Alternative Education Program (DAEP) placement. Where appropriate, the District may consider alternative discipline options for first offense violations.

1. First Offense: Probationary Removal

Except where the severity or circumstance of a student's offense is so extreme that immediate removal to DAEP, expulsion, or immediate removal from a program is required, a student's first violation of the prohibition will result in the following: (1) removal for the remainder of the school year from all leadership positions he or she holds, including any such positions that the student might seek or be appointed to later in the school year; and (2) except where the first violation also results in DAEP placement or expulsion, removal from all extracurricular activities for 20 school days or UIL Competition dates. (see below)

If the offense occurs or notice of the offense is received after the conclusion of the school year, or the extracurricular activity in which the student participates in is **not** in season, or there are fewer than 30 school days remaining in the season of the extracurricular activity in which the student participates or at a time when the student is not participating in extracurricular activities because of the student's academic standing, a health-related reason, or for any other reason, the removal period will not begin until the time that the student would otherwise begin participation or otherwise be eligible to participate in extracurricular activities.

A student/parent/guardian/principal or designee conference is required to discuss the merits and consequences of the offense and to discuss the effective start date of the removal period.

If the offense involves drugs or alcohol, the student must complete and show documentation of participation in a counseling or alcohol/drug educational program during the 20-day removal period. Failure to complete the required intervention will result in a continued removal period for the student. If the leadership position from which the student is removed is connected with a credit bearing class, the student may continue to remain enrolled in the class and the sponsor/coach/director will determine appropriate activities for the student.

Students **must** participate in practices for the extracurricular activities while on probationary removal.

*If competition or performance is scheduled during the summer or on a school holiday (excluding

weekends), any days on which the student's team or group actually, competes or performs will be counted toward completion of the 20-day probation period.

If the conduct results in the student's placement in DAEP, the period of removal shall be served upon return from the DAEP. If **not** in season, the 20 days will start when the season begins.

An extracurricular student can receive only **one** probation period for violating the prohibition during the student's high school career.

2. Second Offense or Subsequent Offenses: (Removal)

A second offense or subsequent offenses will result in removal from all of the following: (1) extracurricular activities, and (2) leadership positions for the remainder of the school year.

If the offense occurs or notice of the offense is received at a time when there are fewer than 60 school days remaining in the season, when the extracurricular activity in which the student participates in is **not** in season, or if the offense occurs or notice of the offense is received at a time when the student is **not** participating in extracurricular activities because of the student's academic standing, a health-related reason, or for any other reason, the removal period will **not** begin until the time the student would otherwise begin participation or otherwise be eligible to participate in extracurricular activities.

If the infraction occurs and/or is discovered 60 or fewer days prior to the end of the school year, the student will be removed from all extracurricular activities and leadership positions for at least 60 school days or UIL Competition dates. The removal days may extend into the next school year.

When a second or subsequent infraction occurs after the end of the school year, the student will be removed from all extracurricular activities and leadership positions for the entirety of the following school year. At the beginning of a new school year, an extracurricular student is eligible to participate in extracurricular activities and to pursue future leadership positions after a second or subsequent offense if the student has complied with all conditions of his/her removal for the second or subsequent offense.



Extracurricular Activity Acknowledgment and Agreement Form

(Applies to both School and Non-School Time)

Student Statement

My signature below certifies that I have read and understand the CFBISD District-Wide Guidelines for extracurricular students. I agree to comply with all rules and regulations in these guidelines and any additional rules adopted by my school as a condition of participation as a member of an extracurricular activity. I understand that my failure to comply with these guidelines may result in disciplinary action, including dismissal from all extracurricular activities.

Printed Name of Student

Student Signature/ Date

Parent/Guardian Statement (for students under 18 years of age)

My signature below certifies that I have read and understand the CFBISD District-Wide Guidelines for extracurricular students. I understand that my student must comply with all rules and regulations written in these guidelines and any additional rules adopted by my student's school as a condition of participation in an extracurricular activity. I understand that his or her failure to comply may result in disciplinary action, including dismissal from all extracurricular activities.

Printed Name of Parent/Guardian

Parent/Guardian Signature/ Date