

POLICY  
WESTERVILLE CITY SCHOOLS CODE OF CONDUCT FOR STUDENTS  
PARTICIPATING IN EXTRACURRICULAR ACTIVITIES

PHILOSOPHY

The Westerville City School District Board of Education recognizes the use and abuse of chemicals among students is a serious problem. Research has shown that use of drugs and alcohol has harmful effects on students' mental, physical and emotional health. Research has also shown that tobacco is addictive and harmful to students' physical health. Therefore, the Board believes regulations alcohol, tobacco and other drugs should be developed for all extracurricular participants while enrolled as students in any Westerville School. Further, the Board of Education expects that students use good judgment and not attend activities where alcohol and other drugs are present among peers.

The goal of the extracurricular program is to provide every participant the opportunity to grow mentally, morally, physically and emotionally. A student participating in extracurricular activities is expected to conduct him/herself in a manner that reflects good citizenship and brings honor to him/herself, one's family, one's school and one's community, both in the classroom, on and off the performance stage or athletic field, as a member of a school club, during and out of season.

To assure that the program can provide these opportunities, a degree of self-discipline is required of each participant. Self-discipline involves compliance with rules and regulations concerning personal behavior and the laws that help govern a civilized society. Student extracurricular participants who engage in actions that are not consistent with this philosophy will lose their privilege to represent their school. Participation in extracurricular activities is not a right, but a privilege. In addition, all students who participate in extracurricular activities at any time must meet the following regulations during the school year and any season in all locations. Failure to comply with the regulations could jeopardize a student's entire extracurricular career.

This policy is in conjunction with the existing Student Code of Conduct adopted by the Board.

Awarding of Varsity Letters

To be awarded a Westerville City Schools varsity letter, the recipient must meet at a minimum, all Ohio High School Athletic Association and Westerville City Schools eligibility standards.

SECTION I - DEFINITIONS

For the purposes of this Policy, these terms are defined as follows:

1. Alcohol - Any liquor, wine, beer or other substance which contains intoxicants.
2. Assistance Program

The student may be required to do one or more of the following:

- a. Attend an intervention conference with the student assistance team. Parent or guardian involvement is strongly encouraged.
- b. Follow the recommendations of the student assistance team;

- c. Complete an assessment for possible chemical problems at an approved agency;
  - d. Complete the treatment program recommended by the evaluator;
3. Extracurricular Activities - Out-of-class pursuits which may, or may not be associated with a specific class, in which students enjoy freedom in selection and participation and carries no grade or academic credit.
  4. Drugs - Any mood altering substance, including illegal drugs, marijuana, inhalants, build-altering steroids, legal prescription and over-the-counter drugs used or possessed or distributed for unauthorized purposes, and counterfeit (look-alike) substances.
  5. Mood-Altering Chemicals - This includes, without limitation, narcotics, depressants, stimulants, hallucinogens, counterfeit drugs, marijuana and prescription drugs, unless authorized by a medical prescription from a licensed physician and kept in the original container, which container shall state the student's name and the directions for proper use.
  6. Parent/Guardian - A "parent" means a student participant's parent unless the rights of the parents have been restricted by court order or legal agreement; guardian; or legal custodian.
  7. Permanent Suspension - Remainder of student's academic life from extracurricular activities.
  8. Appeal - A student may file a petition for re-entry into an extracurricular activity by submitting a written notice to the building principal. The notice shall include the violation, activity and necessary rationale for consideration.
  9. Possession - Alcohol, tobacco, controlled substance (as defined by Ohio Revised Code Section 3719.01), or drug paraphernalia is handled physically on or in student's body, or physically within his/her property (for example: coat, backpack, car, locker, shared locker (etc.)).
  10. School Year - The school year is defined as the first official day of school/season through the last official day of school/season as set forth by the Westerville Board of Education.
  11. Self-referral - A self-referral is not to be used as a means of avoiding the consequences of a code violation. Code violations already reported or pending violations cannot be "self-referred". Students may self-refer only once during their school career (see rules section, item #1). A self-referral must be reported the next school day after the occurrence. A student cannot be self-referred if police intervention has taken place.
    - a. A student may seek assistance from a school approved program for drug/alcohol problems. The Superintendent or designee will establish the necessary criteria for sanction of drug/alcohol programs.
    - b. Self-referrals will be considered first violations. No reduction of season or activity will be assessed if the student agrees to follow the student assistance procedure.
    - c. Parent-referral or peer-referral may be treated as a self-referral.
    - d. If the student fails to complete the assistance and treatment, the penalty will be enforced in full.
    - e. Each self-referral will be evaluated and approved by the administrator. Approval will be based on the participants' past history and disciplinary record.

12. Substance Abuse - The use of drugs or alcohol in violation of local, state or federal law or in violation of school policy.

## SECTION II - RULES

Participants will be advised by means of the student handbook/folder of all regulations prior to their participation so that each student may determine the feasibility of his/her participation.

To help achieve the personal commitment of participating students, each coach/advisor will explain the Extracurricular Activities Code of Conduct before the first contest.

RULE I. No use, abuse, purchase, or possession of drugs or alcohol.

RULE II. No transmission, attempted transmission or sale of drugs or alcohol.

RULE III. No use, purchase, possession or transmission of tobacco in any form.

Students may be exempted from the use of drugs or alcohol in Rule 1 if parents present a written statement specifying their objection for religious convictions, medical reasons, or due to a handicapped condition. All exemptions must be approved by the Superintendent or designee.

1. All penalties to the above rules shall be cumulative to the last official school day within each of the following three (3) periods of academic life:
  - a. Grades K through 5;
  - b. Grades 6 through 8;
  - c. Grades 9 through 12.
2. Penalties may not be fulfilled concurrently.

## SECTION III - PENALTIES

RULE I. NO USE, ABUSE, PURCHASE, OR POSSESSION OF DRUGS OR ALCOHOL.

### First Violation

1. A student who is in violation will be prohibited from participation in extracurricular activities for one (1) school year from the date of violation.
2. If the student who is in violation agrees to follow the drug/alcohol assistance program, or attend a school approved drug/alcohol evaluation and treatment program not funded by the Westerville City School District, the penalty will be reduced to twenty percent (20%) from the current or next occurring extracurricular activity or season as determined by the principal or athletic director. For example, if the violation occurs the last week of a season or activity the penalty will continue throughout the existing season and into the next season or activity. The student may practice with the team or group during the suspension.
3. If the student agrees to follow the drug/alcohol assistance program, he/she must submit to the athletic director or principal evidence of:

- a. Successful completion of the drug/alcohol assistance program or completion of a school-approved drug/alcohol rehabilitation or counseling program;
  - b. An ongoing commitment of non-drug/alcohol use.
4. In case of a self-referral the banquet, recognition and award consequence will be waived if the student has attended or made plans to attend the assistance program.
  5. A student who is in violation will not be allowed to serve in any leadership positions for one year. He/she will not be permitted to attend an awards banquet/ceremony, nor will the student receive any awards, letters, or recognition for his/her participation in the current season or next season if not currently participating in an extracurricular activity. The athletic director or principal will determine approval or disapproval of the student's completion of the assistance program.

### Second Violation

1. A student who is in violation of Rule 1 on a second occasion or in combination for a second time will be prohibited from participation in extracurricular activities for one (1) calendar year from the date of violation.
2. If the student agrees to follow the drug/alcohol assistance program or attend a school approved drug/alcohol evaluation and treatment program not funded by the Westerville City School District, the penalty will be reduced to fifty percent (50%) from the current or next occurring extracurricular activity or season. After the penalty period, the student may petition, to the principal, for a hearing to return to participation. The student will not practice and travel with the team or group during the period of the suspension.
3. The student must meet with the review committee and a member (or members) of the student assistance team, providing evidence of:
  - a. Successful completion (or continued participation) in a school-approved drug/alcohol rehabilitation or counseling program;
  - b. An ongoing commitment of non-drug/alcohol use.
4. The review committee will recommend approval or disapproval of the petition, which may include further requirements (such as participation with a peer support or another approved drug and alcohol aftercare agency or counseling program).
5. A student who is in violation will not be allowed to serve in any leadership positions for one year. He/she will not be permitted to attend an awards banquet/ceremony, nor will the student receive any awards, letters or recognition for his/her participation in the current season or next season if not currently participating in an extracurricular activity.

### Third Violation

1. The Superintendent or designee may enforce a permanent suspension from participation in extracurricular activities for the remainder of a student's academic career. The Superintendent's and/or designee's decision is final.

**RULE II. NO TRANSMISSION, ATTEMPTED TRANSMISSION OR SALE OF DRUGS OR ALCOHOL.**

### First Violation

1. The student who is in violation will be prohibited from participation in all extracurricular activities for one (1) calendar year from the date of violation.
2. If the student who is in violation agrees to follow the drug/alcohol assistance program or attend a school approved drug/alcohol evaluation and treatment program not funded by the Westerville City School District, the penalty will be reduced to fifty percent (50%) from the current or next occurring extracurricular activity or season. After the penalty period, the student may petition, to the principal and athletic director, for a hearing to return to participation. The student will not practice and travel with the team or group during the period of the suspension.
3. The student must meet with the review committee and a member (or members) of the assistance team, providing evidence of:
  - a. successful completion (or continued participation) in a school approved drug rehabilitation or counseling program;
  - b. an ongoing commitment of non-drug use.
4. The review committee will recommend approval or disapproval of the petition, which may include further requirements (such as participation with a peer support or other approved drug and alcohol aftercare agency or counseling program).
5. In case of a self-referral, the banquet, recognition and award consequence will be waived if the student has attended or made plans to attend the assistance program.
6. A student who is in violation will not be allowed to serve in any leadership positions for one year. He/she will not be permitted to attend an awards banquet/ceremony, nor will the student receive any awards, letters, or recognition for his/her participation in an extracurricular activity.

### Second Violation

1. The Superintendent or designee may enforce a permanent suspension from participation in extracurricular activities for the remainder of a student's academic life. The Superintendent's and/or designee's decision is final.

## **RULE III. NO USE, PURCHASE OR POSSESSION OF TOBACCO IN ANY FORM.**

### First Violation

1. A student who is in violation will be prohibited from participation in extracurricular activities for 20% of all the events from the date of the violation.
2. The penalty will be held in abeyance if:
  - a. The student agrees to participate in a tobacco education program approved by the school. Refusal or failure to complete the program will result in application of the full penalty. The student may practice and travel with the team or group during the suspension.

### Second Violation

1. The penalty shall be 40% prohibition of participation, reduced to 20% if the student followed the above reduction requirements. The student may practice and travel with the team or group during the suspension.

#### Third Violation

1. The Superintendent or designee may prohibit the student from participation in fifty (50%) of the current and/or next occurring extracurricular activity. After the penalty period, the student may practice and travel with the team or group during the suspension.

### SECTION IV - DISCIPLINARY PROCEDURES

#### Infraction Of Rules

1. When a student is in violation or suspected violation of any rule, the principal (designee) shall be notified.
2. The student may be temporarily removed from an activity by the principal/designee, athletic director, coach or activity advisor responsible for supervision of that activity.
3. A review committee consisting of no less than the coach or advisor and the principal or other staff deemed appropriate, will meet to investigate the violation. If the review committee feels action beyond temporary removal is warranted, the principal or designee shall inform the student and parent of the specific violation and possible penalty.
4. An informal hearing with the student and review committee will be held.
5. Violations shall be determined on the basis of significant and/or relevant evidence. In assessing evidence, the principal and the review committee may take any reasonable step which may include, but not be limited to, the following:
  - a. Investigating the alleged violation before holding hearings;
  - b. Verifying evidence essential to hearings;
  - c. Creating records of sources of evidence or verifications of evidence;
  - d. Consulting with any other personnel of the Westerville City School District.
6. The building principal/designee will inform the student and parents of the review committee's decision.
7. The review committee's decision may be appealed to the Superintendent or designee.
8. During an appeal, the student may practice but may not participate in any official activity pending the outcome of the hearing conducted by the Superintendent or designee. The decision of the Superintendent or designee is final.
9. For students who participate in more than one (1) activity, the length of the penalty will be determined by listing all those activities in which they are currently participating with and identifying the activity which has the shortest season. The length of the penalty is determined by taking 20% of that activity and it is enforced in the current and/or immediately following activity or season.

**EXTRACURRICULAR CODE OF CONDUCT  
RULES AND PENALTY MATRIX**

	1ST VIOLATION	1ST VIOLATION WITH AP	2ND VIOLATION	2ND VIOLATION WITH AP	3RD VIOLATION
<p><b>RULE I</b></p> <p>No use, abuse, purchase or possession of drugs or alcohol.</p>	<p>RC</p> <p>1 Year (12 months) suspension from all extracurricular activities.</p>	<p>P</p> <p>Reduction to 20% of current or following season.</p>	<p>RC</p> <p>1 Year (12 months) suspension from all extracurricular activities.</p>	<p>P</p> <p>Reduction of 50% of current or following season.</p>	<p>RC</p> <p>Possible suspension for remainder of academic life.</p>
<p><b>RULE II</b></p> <p>No transmission, attempted transmission or sale of drugs or alcohol.</p>	<p>RC</p> <p>1 Year (12 months) suspension from all extracurricular activities.</p>	<p>P</p> <p>Reduction of 50% of current or following season.</p>	<p>RC</p> <p>Possible suspension for remainder of academic life.</p>		
<p><b>RULE III</b></p> <p>No use, possession or transmission of tobacco in any form.</p>	<p>RC</p> <p>20% reduction of season from all extracurricular activities.</p>	<p>P</p> <p>Reduction of season in abeyance.</p>	<p>RC</p> <p>40% reduction of season.</p>	<p>P</p> <p>20% reduction of season.</p>	<p>RC</p> <p>Reduction of 50% of current or following season.</p>

RC = Determined by the Review Committee

P = Determined by the Principal

AP = Assistance Program

A student who is in violation will not be allowed to serve in any leadership positions for one year. He/she will not be permitted to attend an awards banquet/ceremony, nor will the student receive awards, letters, or recognition for his/her participation in the current season or next season if not currently participating in an extracurricular activity.