

**WISCONSIN RAPIDS PUBLIC SCHOOLS**

**CO-CURRICULAR ACTIVITIES**  
**CODE OF CONDUCT**

**WISCONSIN RAPIDS AREA MIDDLE SCHOOL**

**(GRADES 6 THRU 8)**

**Reviewed and Approved by the Board of Education**  
**June 2025**

# TABLE OF CONTENTS

I.	Goals of Co-Curricular Activity Participation	3
II.	Definition of Co-curricular Activities	3
III.	Eligibility Rules	4
IV.	Social Behavior and Conduct Rules	6
V.	Guidelines for Minimum Penalties	9
VI.	Enforcement of Activity Code Rules	10
VII.	Miscellaneous	12
VIII.	Dissemination	13

## **NOTICE: STUDENT NON-DISCRIMINATION & ANTI-HARASSMENT**

The School District of Wisconsin Rapids is committed to equal educational opportunity for all District students. The District will not deny any person admission to, participation in, or the benefits of any curricular, extracurricular, pupil services, recreational or other program or activity because of a person's gender, race, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, transgender status, gender identity, or physical, mental, emotional or learning disability, or any other characteristic protected under State or Federal civil rights laws.

The District strives to provide a safe, secure and respectful learning environment for all students in school buildings, on school grounds, and school buses and at school-sponsored activities. The District prohibits all forms of discrimination and harassment.

The District encourages all students, as well as third parties, to promptly report incidents of discrimination or harassment to a teacher, administrator, supervisor, or other District employee or official so that the District may address the conduct before it becomes severe, pervasive, or persistent. Any teacher, administrator, supervisor, or other District employee or official who receives such a complaint shall forward the complaint to the District's designated Compliance Officer without undue delay, but not later than two (2) business days. The District's designated Compliance Officer is the Director of Human Resources. Complaints should be submitted to:

WRPS Director of Human Resources  
510 Peach Street  
Wisconsin Rapids, WI 54494

To review Board Policy 2266 concerning Student Non-Discrimination and Anti-Harassment, go to [www.wrps.org](http://www.wrps.org) and click on School Board Policy 2266.

## **Special Statement Regarding Sex Discrimination Under Title IX**

In compliance with the federal Title IX statutes and regulations set forth in Chapter 106 of Title 34 of the Code of Federal Regulations, the District does not unlawfully discriminate on the basis of sex in any education program or activity that the District operates. Title IX's requirement not to discriminate in any education program or activity extends to cover, but is not limited to, District students, certain admissions processes, and District employment. Inquiries regarding how Title IX and the federal Title IX regulations apply to the District may be referred to the District's Title IX Coordinator (as designated below), to the Assistant Secretary for Civil Rights at the U.S. Department of Education, or to both. Please refer to Board Policy 2266 for additional information.

### **WRPS Title IX Coordinators**

Brian Oswald, Director of Human Resources  
510 Peach Street  
Wisconsin Rapids, WI 54494  
P: 715-424-6710  
E: [brian.oswall@wrps.net](mailto:brian.oswall@wrps.net)

Steven Hepp, Director of Pupil Services  
510 Peach Street  
Wisconsin Rapids, WI 54494  
P: 715-424-6724  
E: [steven.hepp@wrps.net](mailto:steven.hepp@wrps.net)

Roxanne Filtz, Director of Teaching and Learning  
510 Peach Street  
Wisconsin Rapids, WI 54494  
P: 715-424-6721  
E: [roxanne.filtz@wrps.net](mailto:roxanne.filtz@wrps.net)

# I. Goals of Co-Curricular Activity Participation

The following informational sections contain the minimum requirements for every 6th -8th grade student within district boundaries to be eligible for participation in District-sponsored, co-curricular activities. In order to participate in any co-curricular activity, The Co-Curricular Code of Conduct will be signed by students and parents before participation in a student's initial co-curricular activity for grades 6-8 and will continue to be signed annually through the Online Enrollment Verification (OEV) process in order for parents/students to review and acknowledge any updates to the Code. The Co-Curricular Code is in effect throughout a student's grades 6-8 career.

The co-curricular activity program is an important part of the educational experience, but participation is a privilege not a right. It provides opportunities for learning experiences difficult to duplicate in traditional school activities. Co-curricular participation has the following major objectives:

1. To teach attitudes of responsibility and cooperation and to help students realize that participation in co-curricular activities is a privilege with accompanying responsibilities;
2. To help students learn good habits of health, hygiene, and safety;
3. To provide activities that help promote school unity;
4. To provide activities for learning self-discipline, loyalty, team play, personal pride, pride in the organization, respect for the rights of others, and the will to be successful;
5. To provide students with opportunities for competition;
6. To provide students with opportunities to place the unit, team squad, class and school above personal desires.

# II. Definition of Co-Curricular Activities

Co-Curricular activities include any school related activity that is offered outside of academic class requirements. Co-Curricular activities are divided into three distinct categories. School district policies and school rules govern all student activities. In addition, each category has unique rules and expectations which regulate participation.

## Category 1 – Athletics

All interscholastic athletics are governed by the Wisconsin Rapids Public Schools' co-curricular code.

### Girls' Sports

Cross Country  
Swimming  
Tennis  
Volleyball  
Basketball  
Wrestling  
Softball  
Soccer  
Track

### Boys' Sports

Cross Country  
Football  
Soccer  
Basketball  
Swimming  
Wrestling  
Baseball  
Tennis  
Track

## Category 2 – Competitive Activities

Activities that are competitive in nature are governed by the same code requirements as interscholastic athletics. Activities included under Category 2, but not limited to the following are:

Art Club	Curling Club	Dance/Girls
Archery/Trapshooting	Figure Skating Team	Mock Trial
Forensics	Visual Arts Classic	FCCLA
SkillsUSA	DECA	FBLA

### Category 3 – Music/Class Related Activities

This activity area is governed by the relationship between classroom enrollment and the requirements for performance as an aspect of grading by the instructor. Behaviors under this category remain under the direction of the building principal and the supervision of the individual classroom instructor. All students participating in the respective activities will adhere to school board policies, school rules, and classroom rules. All eligibility determinations will be made by the advisor with the building administration.

Activities included under Category 3, but not limited to the following are:

Band-all curricular

Pit Orchestra

Marching Band

Pep Band

Symphonic Band

Jazz Ensemble

Orchestra-all curricular

Chamber Players

Fiddle Squad

Mariachi Band

Yearbook

Choir-all curricular

Chamber Singers

Vocal Jazz

Musical

Show Choir

### Coach/Advisor Rules & the Co-Curricular Code of Conduct

Parent(s)/guardian(s) and participants in co-curricular programs should note that the coach, advisor, teacher, etc. may establish policies germane to his/her respective program. This may include more stringent rules and resulting penalties assessed in addition to Co-Curricular Code provisions. Furthermore, after consultation and review with school administration, it shall be the coach's/advisor's prerogative to suspend any participant from an activity or program if they consider the student to be a demoralizing influence or a detriment to that program and its participants.

## III. Eligibility Rules

- A. Interscholastic Athletic Age Requirement (Applies only to Category 1 programs)
  - a. A student shall be ineligible for interscholastic competition if he/she reaches his/her birthday before August 1st of any given school year. (Middle School/Junior High: 6th grade - 13, 7th grade -14, and 8th grade - 15.)
- B. Interscholastic Athletic Physical Examination Requirement (Applies only to Category 1 programs)
  - a. A physical examination taken April 1 and thereafter is valid for the following two school years.
  - b. A physical examination taken before April 1 is valid only for the remainder of that school year and the following school year.
- C. Mandatory paperwork to compete in athletics (Applies only to Category 1 and some Category 2 programs)
  - a. A concussion education acknowledgement form must be signed by parents and athletes before any participation in practice or competition at the start of every sports season.
  - b. A consent to emergency medical treatment form must be submitted at the start of every sports season.
- D. Academic Rules - Academic eligibility requirements shall commence upon initial enrollment in the first activity/sport.
  - a. A student must satisfy WRPS and Wisconsin Department of Public Instruction requirements defining a full time student.
  - b. In grades 6-8, any full time students that live within the school district boundaries may participate in District sponsored co-curricular programs.
  - c. A student becomes a ninth grader the day after his/her last day of eighth grade.

- E. Students are deemed ineligible for participation in a co-curricular program if they have received one “F” or “Incomplete” grade during the progress point check halfway through each season.

### **ACADEMIC ELIGIBILITY OVERVIEW**

<b>Sport</b>	<b>Halfway Checkpoint Date (25-26 School Year)</b>	<b>Ineligibility Period</b>	<b>Grade Check</b>	<b>Eligible</b>	<b>STILL INELIGIBLE</b>
7th & 8th Grade Football	September 19th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
6th Grade Football	September 19th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
7th & 8th Grade Volleyball	September 19th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
6th Grade Volleyball	September 19th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
6th - 8th Grade Cross Country	September 19th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
6th - 8th Grade Boys Soccer	September 19th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
6th - 8th Grade Girls Swim	September 19th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
6th - 8th Grade Girls Tennis	September 19th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
7th & 8th Grade Boys Basketball	November 14th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
6th - 8th Grade Boys Swim	November 14th, 2025	5 scheduled school days	4th day	Play 6th day	5 more days
6th - 8th Grade Wrestling	January 30th, 2026	5 scheduled school days	4th day	Play 6th day	5 more days
7th & 8th Grade Girls Basketball	January 30th, 2026	5 scheduled school days	4th day	Play 6th day	5 more days
6th Grade Basketball	TBD	5 scheduled school days	4th day	Play 6th day	5 more days
6th - 8th Grade Girls Soccer	May 1st, 2026	5 scheduled school days	4th day	Play 6th day	5 more days
7th & 8th Grade Softball	May 1st, 2026	5 scheduled school days	4th day	Play 6th day	5 more days
7th & 8th Grade Baseball	May 1st, 2026	5 scheduled school days	4th day	Play 6th day	5 more days
6th - 8th Grade Track & Field	May 1st, 2026	5 scheduled school days	4th day	Play 6th day	5 more days
6th - 8th Grade Boys Tennis	May 1st, 2026	5 scheduled school days	4th day	Play 6th day	5 more days

- a. Each time a 6th - 8th grader still has one or more “F's” or “Incompletes” after an initial ineligibility period, he/she must wait another full five scheduled school days before another grade check is completed.
- b. Wisconsin Rapids Area Middle School students who are academically ineligible will be required to attend homework club before attending practice.
- c. Eligibility, if successfully reinstated, will begin on the scheduled formal school day according to the overview charts.

### F. Eligibility Points of Interest

- a. There are no WRPS restrictions on practicing while ineligible; however, advisors, coaches or administrators may wish to limit some aspects of practice participation involvement until grades are acceptable. Students who are academically ineligible are not eligible for early dismissal from classes for travel to contests/competitions.
- b. An athlete/participant must be academically eligible in order to serve any Code violation suspension. If an athlete/participant becomes academically ineligible while serving a Code violation, suspension for any events remaining of the Code suspension will be applied after academic eligibility is regained.
- c. If a student falsifies a recorded grade and/or the signature of a teacher on a Student Progress Report Form, he/she will be subject to a Code of Conduct violation for “conduct unbecoming an athlete/participant.”

#### G. Attendance Rules

- a. All student participants in co-curricular programs must be in school ALL DAY in order to participate in a contest/event. Prior arrangements and/or approval must be made through the building administrator and/or athletic director’s office for special circumstances.
- b. Failure to be in attendance as stated will result in non-participation in all co-curricular events that day.
- c. Exceptions to this attendance rule will include the following
  - i. Absences which have been excused for a funeral, court appearance, school approved trips, documented medical appointments, exercising of voting rights, or for other unusual or extenuating circumstances/family emergencies as cleared with the principal and/or athletic director in advance. Hunting or fishing is not an exception.
  - ii. Absences in an activity that is related to a classroom grade.
  - iii. A participant who misses school on a Friday may participate on the weekend per approval by the building administrator or athletic director.
- d. If a student is truant on days other than the day of a contest/event, he/she may be withheld from one contest or event for each truancy. (The term, truancy, refers to an unexcused absence for two or more class periods in a school day.)
- e. All students must be in attendance by 11:00 a.m. for the remainder of the school day in order to practice.

#### H. Suspension

- a. Students suspended out of school during a season will be ineligible to participate in practices and events during the period of suspension. Events missed during the days of suspension will not count toward penalties being served for a Code violation penalty.
- b. Out of School Suspension from school is an automatic Code of Conduct violation and penalties will be applied per the Code status of the individual involved.

#### I. Failure to Complete a Season

- a. A student who is dropped from one activity for disciplinary reasons shall be ineligible to participate in another activity during that same season.
- b. A student who quits a seasonal co-curricular activity shall be ineligible to participate in another activity during that season unless he/she receives consent from the coaches or advisors involved. (This does not apply if the activity meets all year or if a student is cut from a team.)

## IV. Social Behavior and Conduct Rules

- A. A student is covered by the Code of Conduct from the time he/she begins his/her involvement with the co-curricular program until the conclusion of his/her co-curricular activity career (Grades 6-8 career).
- B. Students are expected to follow all school rules and to display high standards of behavior, including good sportsmanship, respect for others, and use of appropriate language and dress at all times. Students are expected to follow the curfew established by the coach/advisor of each activity.

- C. Eligibility may be regulated by school wide discipline structures. A teacher may refer a participant to the appropriate coach/advisor when the teacher believes that the participant's school conduct is disruptive or undesirable (gross insubordination, endangerment of health and safety, etc.)
- D. The coach/advisor shall define the consequences for inappropriate student conduct in writing prior to the start of the season. Consequences may include suspension from participation. These consequences must be approved by the building administration and kept on file with the Athletic Director. Consequences established by a coach/advisor cannot supersede the provisions of the WRPS co-curricular code.
- E. Application of the WRPS Co-Curricular Code
  - a. Duration of Code Violations: Violations of the Co-Curricular Code will be cumulative during a Grades 6-8 career. Athletic penalties/consequences from 8<sup>th</sup> grade that have not been served will be carried over to their high school career.
  - b. Honesty Clause: Any student who voluntarily turns himself/herself into a building administrator or athletic director for a first violation of the Code shall have the penalty reduced by ½ the original penalty contests of the penalty specified in the Code. (This only applies if an individual was not already identified, ticketed, etc. by any authorities.)
  - c. Examples of Prohibited Conduct: Rules are established for the best interests of the participants and the school. The participant who complies with those rules demonstrates a desire to dedicate him or herself to self-improvement as well as to enhance the best interests of fellow teammates, coach/advisor and school. Rules must be observed by all participants throughout the year including when the particular activity is not in season. A participant must refrain from any conduct at any time that would reflect unfavorably on him or herself or the school.
  - d. In each situation, WRPS reserves the right to consider the totality of the circumstances and render a judgment regarding (1) whether a particular action/inaction is an infraction under the Code; (2) the degree (major/minor) of the violation; and (3) an appropriate penalty.
- F. Major Rule/Conduct Infractions
  - a. The following is a list of representative major infractions but is not a comprehensive list of all possible offenses. In each situation, a student will receive a minimum of a 1<sup>st</sup> level Code penalty. WRPS retains the right to consider the totality of the circumstances and impose a penalty that may exceed a 1<sup>st</sup> level Code violation.
    - i. Out-of-school suspension for more than two consecutive days.
    - ii. Use, possession, buying, distributing, or selling of controlled substances, unauthorized prescription drugs, street drugs and Performance Enhancing Substances (PES).
    - iii. Use, possession, buying or selling of alcoholic beverages, tobacco/nicotine, e-cigarettes in any form.
    - iv. Possession or use of drug paraphernalia.
    - v. Remaining present at gatherings where minors are consuming alcohol, tobacco or other drugs. Students are required to leave any gathering immediately upon the presence of illegal substances or illegal activities.
    - vi. Hazing, harassment, initiations, discrimination, in person or online.
    - vii. Transmission of inappropriate pictures, videos, posts online involving individuals and/or others; cyberbullying (specifically targeting individuals/students/staff/etc), transmission of inappropriate pictures.
    - viii. Possession of a dangerous or concealed weapon on school grounds.
    - ix. Falsifying grades or teachers' signature on any report or document.
    - x. Vandalism and/or criminal damage of property.
    - xi. Threatening a staff member.
    - xii. Battery or sexual assault.
    - xiii. Charged with a local, state, or federal violation(s) which may or may not include a citation or arrest; may include a criminal offense or violation of an ordinance having a

statutory counterpart.

- xiv. Any student charged and/or convicted of a felony shall, upon the filing of felony charges, become ineligible for all further participation until the student has paid his/ her debt to society and the courts consider the sentence served (including probation, community service, etc.) (“WIAA Felony Rule”).
- xv. The juvenile was adjudicated delinquent of a misdemeanor or felony offense
- xvi. Hosting a party or gathering where illegal activities are held which may include underage consumption of alcohol, illegal use of controlled substances, contributing to the delinquency of minors, not cooperating with law enforcement, etc.
- xvii. Damage to any school property, property while under school supervision, damage to property of employees and students of the school district and damage to school buses.
- xviii. Threats to personal safety, assaults, and conduct that interferes with or during school activities or bussing.
- xix. Flagrant misbehavior in school, on school grounds or on buses that is disrespectful and defiant toward school or bus personnel.
- xx. Any athlete/participant convicted of a felony (or other crime as determined by the Administration) will be suspended from participation (practice and competition) for a minimum of one calendar year. Restriction from participation shall be effective from the date of the crime.
- xxi. Unacceptable conduct contrary to the ideals, principles, and standards of Wisconsin Rapids Public Schools, and the Wisconsin Valley Conference.

G. Minor Rule/Conduct Infractions.

- a. The following is a list of representative minor infractions but is not a comprehensive list of all possible offenses.
  - i. Out-of-school suspension.
  - ii. Failure to attend all practices and contests unless excused by the coach or the advisor.
  - iii. Failure to maintain practice hours and/or rules designated by the coach or advisor. These rules will be distributed in writing to every participant. These rules will be discussed by the coach or advisor. These rules will be on file with the Principal and Athletic Director at the beginning of the season or activity.
  - iv. Failure to treat coaches, advisors, faculty and staff with respect.
  - v. Equipment abuse, loss and tardy or improper return, or possession of equipment out of season.
  - vi. Inappropriate use of the Internet, personal electronic and digital devices, on or off campus. This includes violations to the Network and Internet Responsible Use and Internet Safety Policy for Students (Policy 5136.01).
  - vii. Transmission of inappropriate pictures, videos, posts online involving individual and/or others; cyberbullying of a type of person or groups of people
  - viii. Profanity or obscene gestures.
  - ix. Unsportsmanlike conduct.
    - x. Academic Dishonesty, cheating and/or plagiarism.
    - xi. Repeated inappropriate classroom conduct/disruption.
    - xii. Repeated/Multiple in-school suspensions.
  - xiii. Excessive classroom tardiness.
  - xiv. Bus misconduct resulting in a bus suspension.
  - xv. Truancy/Unexcused absences.
  - xvi. If placed on detention, the participant must fulfill the obligation within 2 school days.
  - xvii. Remaining present at gatherings where minors are consuming alcohol, tobacco or other drugs. Students are required to leave any gathering immediately upon the presence of



- illegal substances or illegal activities.
- xviii. Unacceptable conduct contrary to the ideals, principles, and standards of Wisconsin Rapids Public Schools, and the Wisconsin Valley Conference.

## V. Guidelines for Minimum Penalties (Categories 1 & 2)

Failure to abide by established rules may result in withdrawal of the privilege to participate. The percentage of suspension from an activity will be based on each school's total regular season scheduled events for each specific activity. Scrimmages will not count as part of a suspension.

**WRPS expressly reserves the right to impose a penalty it deems appropriate for each individual situation and case.** Code violations are cumulative throughout a student career (grades 6-8 career)

NOTES:

**1) Cumulative Codes:** A student has 4 strikes and out at their grades 6-8 career.

**2) Earning a Step Back:** A student who does not have a code violation over two consecutive trimesters following the violation may earn back a consequence category. Example — Student receives first code violation consequence during the second trimester of the 24-25 school year. The student serves said 20% code and does not have another code violation during the third trimester 24-25 school year and the first trimester of 25-26 school year. The student then receives a second code violation in the second trimester of the 25-26 school year. Due to the second violation occurring after two code free trimesters, the student's second code violation will still only carry a 20% suspension.

**3) Reporting:** There is no statute of limitations on reporting Co-Curricular Code violations. However, it will be at the discretion of the administration whether to take action on reports that are not made in a timely manner.

A. Consequences for Major Rule Code Violations:

a. First Major Violation:

- i. A first major violation of the Code will result in a suspension from competition for a period of 20% of the contests ...based upon each school's total regular season scheduled events for each specific activity. (See Appendix A)
  1. Any remaining percentage of that suspension not served shall be recalculated and applied toward the next activity in which a student participates in and completes. Any fraction of a competition will be rounded upward. (See Appendix A)
  2. Any student serving a penalty during an activity must remain in the sport in order for the penalty to be completed. If a student quits the activity, the penalty will carry over to the next season or activity in which the student participates.

b. Second Major Violation:

- i. A second major violation of the Code will result in suspension from competition for a period of 50% of the contests based upon each school's total regular season scheduled events for each specific activity. (See Appendix A)
  1. All other sanctions listed under the first violation will be served before a second violation suspension begins.
  2. Unserved suspension time will be recalculated for the next season/activity participated in.

c. Third Major Violation:

- i. A third major violation of the Code will result in suspension from competition for one calendar year from the date of the third violation. All other sanctions may be served simultaneously during this one-year suspension.

d. Any additional code violations will result in a one-year suspension from the date of that code, which may carry into the student's high school career.

e. Notes about Violations:

- i. A student who is academically ineligible must serve this penalty and regain eligibility

status before serving other code violation penalties.

- ii. A student found to be involved in the use or abuse of nicotine, alcohol and controlled substances, including steroids, performance enhancers, etc. will receive sanctions and also be referred to Student Services and the School Resource Officer. The student is responsible to meet with their school counselor before eligibility will be reinstated.
- iii. A student found to have committed a major code violation will be required to meet with the athletic director and may be required to participate in a district recommended program/project/restorative practice before eligibility will be granted.
- iv. Students who are reported for Co-Curricular Code violations will be sanctioned, if the violation is substantiated, to a reasonable degree by the athletic director and/or administration.
- v. See Appendix A – CHART OF INELIGIBILITY for the calculation of normal suspension periods.
- vi. Students who have received a code violation from a police issued referral and/or citation may request an appeals hearing within five days of the ticket being dismissed or found not guilty.

B. Consequences for Minor Rule Violations

- a. The consequence for minor rule violations will be decided upon by the coach(s)/advisor(s) through a joint consultation that includes the Athletic Director and/or administration. (Consequences may include a Code violation ruling.)

## VI. Enforcement of Activity Code Rules

A. Investigation

- a. Coaches, advisors, teachers and/or administrators must report violations of the Code of Conduct at any time they become aware of the violation. Law enforcement agencies may report alleged violations of the Code of Conduct at any time they become aware of the violation. The report of the incident may be written or verbal. In this case, the investigation of the event must be immediate with no statute of limitations.
- b. Any student or person from the public may notify school authorities regarding alleged rule violations in writing in the form of a signed letter to the Athletic Director or administration. A violation must be reported within 28 days from the alleged violations(s).

B. Upon receiving a report that a violation may have occurred:

- a. A member(s) of the administration or designee will interview the accused participant. If the participant admits to a violation, a suspension/Code penalty will be rendered and explained clearly to the student. A written letter will be sent to the parent/guardian.
- b. When a suspension is rendered, it shall begin the day the decision is rendered to the student. The decision to suspend a student from participation will be implemented immediately and will remain in force until completed or until overturned through the appeal process. If a student disagrees with the judgment/penalty they may appeal the judgment/penalty by following the appeals procedure. (See Section D)

C. Enforcement

- a. All co-curricular activities that a student is involved with will be subject to the enforcement of a penalty.
- b. If the student is not out for a sport at the time of a violation, the penalty will affect the next sport season the student successfully completes.
- c. If the student is currently not participating in a non-athletic co-curricular event at the time of a violation, a penalty may be enforced in the next subsequent activity in which they normally participate per the discretion of the advisor *in consultation with the administration*.
  - i. All violations will be documented in the student's file. The number of violations

automatically corresponds to the penalty level in all activities.

- ii. Any student serving a penalty during a sport or activity must remain active and finish in good standing in the sport or activity in order for the penalty to be successfully served.
- d. During a student's first offense suspension, the advisor/coach of an activity may:
  - i. Eliminate the student from some practices/meetings/events
  - ii. Prohibit the student from traveling to away events
- e. Students suspended from a competitive contest that required student-subsidized travel will forfeit all personal funds paid in advance of the competition.

#### D. Appeal Procedure

- a. Requesting an Appeal
  - i. An athlete/participant, his/her parent(s), or guardians may appeal an Activities Code suspension by requesting in a letter signed by the student and parent/guardian, of the building Principal, a hearing of the Appeal Committee. This request must be received by the building Principal within five (5) school days from the date of the suspension notification. Penalties will be served during the appeal process. Appeals do not stop the penalty phase of a Code violation.
- b. The Appeal Committee
  - i. The role of the committee is restricted to reviewing the facts of the alleged violation of the Code and determining whether or not a violation occurred.
  - ii. The Appeal Committee for each case will be selected by the Athletic Director and a building administrator. The Appeal Committee will meet to hear the appeal within seven (7) school days of receipt of the request. The date the request is received is day 0. The Appeal Committee will be made up of the following individuals:
    - 1. Chairperson – Principal (non-voting except for tie breaks)
    - 2. Athletic Director or Administrator (from a different school building than the appealing student)
    - 3. Two Coaches/Advisors not associated with the athlete/participant/participant as a coach or advisor
  - iii. An appeal committee may hear all appeals originating from the same incident. If this occurs, decisions will not be rendered until all appeal hearings are completed.
- c. Appeal Hearing Procedures
  - i. Administration and the appealing student must submit 48 hours prior to the hearing up to a 750-word opening statement. In addition, the evidence that will be presented during the hearing must be submitted. Failure to do so will invalidate the appeal.
  - ii. The student must be present at the appeal hearing. The student's parent/custodial guardian, and/or a legal representative may attend the appeal hearing.
  - iii. During the appeal hearing,
    - 1. The chairperson will review the procedures to be followed, and answer any questions that will clarify those procedures;
    - 2. The person who issued the Code violations will provide:
      - a. A summary of the overall situation, in the context of how/where the violation took place
      - b. The specific charges against the student
      - c. A description of the incident using witness information to substantiate the violation
      - d. The nature of the disciplinary measures taken as a result of the violation
  - iv. The student or his/her representative(s) may ask questions necessary to bring out facts or to clarify points of dispute.
  - v. The student or his/her representative(s) may present his/her involvement using witness

information if needed to bring out facts and/or to serve as a defense.

- vi. The parties may ask questions of any person relevant to the appeal hearing.
- vii. The Appeal Committee members may ask questions of the person who issued the charges, the student, or any witness.
- viii. Each party summarizes his/her position for the members of the Appeals Committee.
- ix. Within five (5) school days of the hearing, a decision will be made regarding the appeal. Such a decision will make findings of facts and communicate such to the student and his/her parents in writing.

E. Further Appeal

- a. If a further appeal is requested based on the findings and decision of the Appeals Committee, the suspension may be appealed directly to the Personnel Committee of the Board of Education by filing a written request to the Superintendent of Schools within five (5) school days after receiving the Appeal Committee's decision.
- b. Within ten (10) school days after receiving this request, the Personnel Committee of the Board of Education will review the findings of the Appeal Committee hearing but does not conduct a hearing. The review is based on documentation provided by the student or student's representatives and by the school administration. The Personnel Committee may affirm, reverse, or modify the decision of the Appeal Committee. Within five (5) school days, the decision of the Personnel Committee will be given to the student and his/her parent(s) in writing. The decision of the Personnel Committee is final and not subject to Board review.

F. Summer Appeals

- a. Note that appeals during the summer months when school is not in session will be conducted in a timely manner.
- b. All deadline dates for an appeal and hearings will be shared in a letter to the athlete/participant and parent/guardian.

## VII. Miscellaneous

A. Equipment/Supplies

- a. All students will be furnished equipment/supplies as applicable at the start of sports seasons. It is the responsibility of each student to make sure that uniforms are maintained in a state of proper cleanliness and repair. If, during the season, a student should lose any equipment/supplies, or ruin equipment/supplies by misuse, the student will pay for lost or ruined equipment/supplies before being issued any new items. At the end of an activity, the student will turn in all gear that was issued. Anything not turned in must be paid for. Parents will be notified of the debt.

B. Travel

- a. The student must travel to and from out-of-town events via transportation arranged by the coach or advisor. A student who travels via other transportation will not participate in the event.
  - i. WRAMS: If a parent or legal guardian from WRAMS wants their athlete/participant to ride home with them after an event, the parent/legal guardian must personally sign an Activity Travel Release Form that the team coach(es) or advisor(s) will have with them at the event. If a parent or legal guardian of an athlete/participant wants to request and grant permission for another legal adult to take his/her athlete/participant from an event, an Activity Travel Release Form needs to be filled out and approved by the athletic director or administrator 24 hours prior to the event.
- b. Unless otherwise indicated, students will travel to in-district events with transportation arranged by the student/family.
- c. Poor Standing Criteria - A student will be considered as being in poor standing if one or more of the following criteria is met:
  - i. The student was declared ineligible based on academic standards.

- ii. The student quit the activity before the season was over.

## **VIII. Dissemination**

### **A. Preseason Meeting**

- a. The Code of Conduct is disseminated through Skyward online verification and/or Parent Square. The Co-Curricular Code is also available on the WRPS website, and paper copies are in the athletic department and main offices.
- b. Additional standards determined by each coach or advisor shall also be written and distributed to each student at the same time. A copy shall be placed on file with the athletic director and/or school principal.
- c. Students and parents should read all items and ask for clarification from the coach or advisor of any items not understood. Participation by the student in the activity/sport is a representation by the student and parent/guardian that they read and understand the Code.

### **B. Parent Involvement**

- a. Parental and student attendance at the preseason meeting is expected and involvement throughout the season is encouraged.

### **C. The Integrity of the Code**

- a. The responsibility for adhering to the Code of Conduct lies with the student, his/her parents, the coaches/advisors, and the school administration.

### **D. Future Code Changes**

- a. The Co-Curricular Code of Conduct will be reviewed yearly by the secondary administration. Any proposed changes will be reviewed by the Board of Education.
- b. All students and parents who sign the Co-Curricular Code of Conduct acknowledge that their signatures commit the student to abide by all future changes to the Co-Curricular Code of Conduct.
- c. The most current version of the Co-Curricular Code of Conduct will be posted on each school's individual website.

## **PARENT/STUDENT AGREEMENT TO ABIDE BY THE CO-CURRICULAR CODE**

1. I agree to abide by the Co-Curricular Code of Conduct and realize any violation on my part will result in the restrictions and penalties set forth in the Code. I will also have the integrity to inform my coach, advisor, athletic director or administration if I violate the Code in the future.

**Date:** \_\_\_\_\_

**Grade in School:** \_\_\_\_\_

**Student: (print name)** \_\_\_\_\_

**Parent/Guardian: (print name)** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

2. As a parent(s)/guardian(s) of a student participating in WRPS co-curricular programs, I/we support our child's agreement to abide by all of the rules as stated in the Code of Conduct.
3. We have read and understand the WRPS Co-Curricular Code of Conduct. If we need clarification we will contact the Athletic Office of Wisconsin Rapids Area Middle School.

### **ASSUMPTION OF RISK STATEMENT**

I understand that participating in co-curricular activities may cause genuine risks to anyone who engages in them. Because of the potential dangers of participation, I recognize the importance of following the coaches' or advisors' instructions regarding playing techniques, training, and other activity/sport rules and agree to obey such instructions.

In consideration of Wisconsin Rapids Public Schools permitting me to try out for a sport, team, or other co-curricular event and to engage in all activities related to this sport, team, or co-curricular event, I hereby assume all the risks associated with participation and agree to hold Wisconsin Rapids Public Schools harmless from any liability which may arise in connection with my participation in sport, team or other co-curricular events. I do voluntarily choose to participate in WRPS sports, team, or other co-curricular events in spite of inherent risks.

My signature below indicates that I have read this statement, understand it completely, and agree to be bound by its terms.

**Date:** \_\_\_\_\_ **Student Signature:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

## Appendix A – CHART OF INELIGIBILITY

Total Number of Season Contests/Events	Suspension	Suspension
	20%	50%
1	1	1
2	1	1
3	1	2
4	1	2
5	1	3
6	2	3
7	2	4
8	2	4
9	2	5
10	2	5
11	3	6
12	3	6
13	3	7
14	3	7
15	3	8
16	4	8
17	4	9
18	4	9
19	4	10
20	4	11
21	5	11
22	5	11
23	5	12
24	5	12
25	5	13
26	6	13

\*THIS CHART IS INTENDED FOR CALCULATING A NORMAL SUSPENSION PERIOD.  
(For a first or second Code violation.)