

***Elkhart Lake-Glenbeulah
High School***



2026-2027

Activities Code of Conduct

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DISCLAIMER

This guideline attempts to present a simplified summary of the regulations of the WIAA, the Big East Conference, and the Elkhart Lake-Glenbeulah School District. A guideline of this kind cannot cover every possibility.

NOTE: Any questions or issues that arise that are not specifically addressed by this code will be determined by administrative decision.

Elkhart Lake-Glenbeulah is a member of the Big East Conference and the Wisconsin Interscholastic Athletic Association. The rules of those organizations, as well as those of the Board of Education of the School District of Elkhart Lake-Glenbeulah, govern the actions of all athletic activity participants in our high school program.

Philosophy

The School District of Elkhart Lake-Glenbeulah encourages all students to participate in athletic activities as a means of personal growth, skill development, socialization, creativity, and competitive experience. The value of co/extra-curricular activities is recognized as important and supportive of the total educational process.

The following goals are to be emphasized within Elkhart Lake-Glenbeulah's athletic activities.

Athletic activities shall:

- be available to all students.
- provide maximum participation opportunities at the entry levels.
- provide for the development of positive attitudes
- Provide opportunities to develop, exemplify, and observe good sportsmanship and citizenship.

It is the position of the School District of Elkhart Lake-Glenbeulah that involvement in athletic activities is a privilege with accompanying responsibilities and expectations.

- The Elkhart Lake - Glenbeulah community expects participants to be a credit to themselves, their family, their school, and their community. As such, all participants must abide by all rules and responsibilities at all times (24 hours a day/365 days per year) to continue participating in athletic activities.
- The participant and at least one parent must attend one Athletic Code meeting to be eligible to participate in high school athletics. (One meeting in their high school career before the beginning of their first sport) It is recognized that personal problems can interfere with the health and well-being of students and their ability to participate in athletic activities.
- This code, therefore, includes provisions for support, intervention, and referral to help students achieve their full potential. Parents/guardians have a responsibility to cooperate with the school district in assuring that the student will comply with the rules and standards of the athletic program.

Goals of Athletic Participation

The athletic activity program is an important part of the educational experience. It provides opportunities for learning experiences difficult to duplicate in regular school activities. Athletic participation has the following major objectives:

Co/extra-curricular activities provide opportunities for learning experiences beyond the regular school curriculum. The School District of Elkhart Lake-Glenbeulah will therefore attempt to impart the following objectives:

- To provide opportunities for cooperation, competition, and leadership.
- To provide activities for learning self-discipline, sacrifice, loyalty, team play, personal pride, pride in the organization, respect for the rights of others, and the will to be successful.
- To place the unit, team, class, school, community, and family above personal desires.
- To help learn good habits of health, wellness, and safety. The School District of Elkhart Lake-Glenbeulah believes that adherence to the above goals and objectives will develop the participant's responsibility, adaptability, commitment, and self-worth. These values will then translate into behaviors the individual will display as productive, responsible, and contributing members of society

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There may be occasions when athletic participants will have a conflict of responsibilities. We suggest the following set of values to aid the student-athlete in determining primary responsibilities:

1. Family responsibilities
2. Academic responsibilities
3. Athletic activity responsibilities

All other social, work, and school responsibilities * Vacations, trips, etc. are not necessarily considered responsibilities.

Athletic Activities Definition

Athletic activities are any school-related, sponsored, or organized activity that is offered outside of academic class requirements. These activities include those that are supervised/advised by a school district-approved coach/advisor.

Athletic Programs Offered

<u>Fall</u> Boys Soccer (co-op w/ Howards Grove H.S.) Cross Country E-Sports (Boys/Girls) Girls Swimming (co-op w/ Kiel H.S.) Girls Tennis (co-op w/ Howards Grove H.S.) Girls Volleyball Football (8-man)	<u>Winter</u> Basketball (Boys & Girls) Boys Hockey (co-op w/ Sheboygan County H.S.) Boys Swimming (co-op w/ Kiel H.S.) E-Sports (Boys/Girls) Wrestling (co-op w/ Howards Grove H.S.)	<u>Spring</u> Boys Baseball Girls Softball Girls Soccer E-Sports (Boys/Girls) Track and Field (Boys & Girls)
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Non-Athletic Extra-Curricular Programs

Academic Teams American Field Service (AFS) Art Club Class Officers/Representatives (ex., Graduation Speakers) Elected Events Courts (ex., Homecoming & Prom) Environmental Club Future Business Leaders of America (FBLA) Future Career & Community Leaders of America (FCCLA) Future Farmers of America (FFA) Forensics	National Art Honor Society (NAHS) National Honor Society (NHS) Robotics Club Theatre Productions Student Council Student Government Unity Club World Language Club <i>Any other school-sponsored clubs or activities in which participants receive no grades.</i>
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Applicable Codes of Conduct

National Federation of High Schools (NFHS)
Wisconsin Interscholastic Athletic Association (WIAA)
State/National Organization Codes
Elkhart Lake-Glenbeulah Public School District Board Policy
Elkhart Lake-Glenbeulah High School Student Handbook Rules and Regulations
Elkhart Lake-Glenbeulah High School Co-Curricular Code
Individual Club/Organization Codes and Rules
Civil and Criminal Laws of the community, country, and state

Athletic Fee's

All students participating in athletic activities must have the following completed and submitted before the first practice in order to participate:

- All fees paid (\$40.00 per sport)
- Updated Physical form or alternate year card submitted to the high school office.
- All additional documentation submitted to the high school office

The student may resume participation once all fees are paid in full and appropriate documentation has been submitted to the high school office.

Eligibility Guidelines

Any student wishing to participate in athletic activities must meet the eligibility guidelines as outlined for academics AND attendance. The provisions of the athletic code are in effect on a year-round basis.

Academics

- Students must meet the School District of Elkhart Lake-Glenbeulah, Department of Public Instruction, and Wisconsin Interscholastic Athletic Association requirements defining a full-time student. A full-time Elkhart Lake-Glenbeulah High School student is defined as being enrolled in at least eight half-credit courses per semester. Home-schooled students are eligible as full-time if they meet the criteria as defined by the WIAA rule.
- The student must have received no failing grades (including incompletes) during the most recent quarter grade report period.
- During the period of ineligibility, the student will participate through practice and other coach-defined activities but will not participate through performance at scheduled athletic contests, performances or competition activities.
- Students with special needs will be evaluated on an individual basis.
- Students with extenuating circumstances (ex., injury, illness, etc) will be evaluated on an individual basis

Academic Ineligibility

- The Athletic/Activities Director will inform the student, parent, and coach or advisor of ineligibility within three days after the completion of each quarterly grading period through email communication.
- A student will immediately be declared academically ineligible if he/she fails (F) one or more courses posted on the report card for the quarter. The 4th Quarter will carry over to the Fall Sports season the following year.

- A student who becomes academically ineligible may regain eligibility by meeting the academic standard following a period of 15 scheduled school days and nights of ineligibility. A student who desires to participate in an activity will adhere to the following guidelines:
 - On the 16th school day, the student will be eligible to participate if:
 - The return-to-eligibility form has been completed and submitted.
 - The student has no failing grades in her/ his current classes.
 - A student regains eligibility immediately upon making up incompletes, provided this is done within 10 scheduled school days after a grade-reporting period and is verified by Administration/Guidance and the Activities Director.
 - The high school administration reserves the right to void eligibility requirements in special situations. The participant, his/her guardian, and the coach must schedule a meeting with the administration in such instances.
 - **Note:** Academic eligibility for fall activities differs and is based on the WIAA formula for missing contests.
 - For fall sports, the ineligibility period will be the lesser of 21 calendar days after the earliest allowed competition in that activity. 1/3 of the total number of events in an activity.

ATTENDANCE

- A student MAY NOT participate in athletic activities unless he/she has signed into the high school office by 11:00 a.m. (school day, 7:50 am – 3:10 pm). The student must finish the school day at school. Any student who leaves throughout the day for any reason other than a pre-excused absence (medical appointments, college visits, funerals, parental requests, etc.) may not participate. This applies to both game and practice days.
- The student participant is expected to be in school the entire day following an athletic event in which he/she participates. Coaches/Advisors may have additional rules that outline the consequences for violation of attendance.
- Students who have other academic activities off-campus or pre-excused absences (as outlined above) can practice/participate on the day of the activity or pre-excused absence.
- Any exceptions to this policy require administrative approval.

Summer School

Summer school may be offered to students to replace failing grades earned in core classes and offered elective classes (English, math, science, social studies) during the regular academic school year. Students may replace up to two failing grades upon successful completion of summer school courses if the classes are offered as part of the summer school curriculum

Travel

PARTICIPANT TRAVEL

All participants in an activity scheduled away from school must travel to the event and return home from the event under school-approved supervision. Exceptions to this rule are as follows:

- The parent/guardian must make prior approved arrangements with the Athletic Director in advance of the trip for the athlete to travel with them. Release forms are available from the activities office, and this form must be on file in the activities office the day before the event, with a copy given to the coach.
- In case of a medical emergency or catastrophic event, if a parent/guardian is present at an out-of-town site, the parent/guardian may request the student to return with them. This request must be made in person by the parent or guardian to the coach/advisor. The parent or guardian must sign the sign-out sheet as well.
- If parents or guardians are present at the out-of-town site, they may request that their son/daughter return with them. This request must be made in person by the parent or guardian to the coach/advisor. The parent or guardian must sign the sign-out sheet as well.
- THE PARTICIPANT WILL NOT BE ALLOWED TO LEAVE WITH ANOTHER PARENT UNLESS THIS HAS BEEN ARRANGED WITH THE SCHOOL ADMINISTRATION BEFORE THE EVENT. THIS WILL NOT BE ALLOWED AT THE CONTEST SITE. STUDENTS WILL NOT BE ALLOWED TO LEAVE WITH ANYONE UNDER THE AGE OF 21 PER BOARD POLICY.

Dual Sport Athlete Guidelines

- A student may participate in more than one sport during the spring sports season.
- Any athlete who participates in two sports will pay the participation fee for each sport unless the family cap has been met.
- A meeting to discuss the dual sport status of the athlete must take place between the student-athlete and the Athletic/Activities Director.
- The student must declare a primary sport in case of a conflict in which two athletic events occur at the same time.
- The athlete must participate in his or her primary sport's athletic contest when conflicts exist.
- Practice schedules will be arranged between the athlete and the coaches of the two sports. An athlete will practice with his or her primary sport daily.
- An athlete may compete in more than one athletic contest in one day if the schedule permits. Example: An athlete may run in a track meet in the morning and compete in a softball tournament that afternoon.
- Coaches should not put the athlete in the middle of coach disputes. The athlete is giving his or her very best for two sports because it is an interest of his or her. Make it a positive experience and a privilege that the athlete is on the team.
- A student will not be penalized for competing in two sports through loss of starting position or playing time based solely on their participation in their secondary sport.
- The primary sport practices will take precedence when both practice on the same night unless coaches agree otherwise.
- The primary sport games will take precedence when both have games on the same night unless coaches agree otherwise.
- The secondary sport games will take precedence over primary sport practices.
- The athlete agrees to make up any practices missed at the coach's discretion.
- Failure at any grading window will result in the termination of the dual sport agreement and the athlete will only be allowed to participate in their primary sport.

Non-School Event Participation Guidelines

Non-School Participation outside of the school year

- Non-school participation is now available in every WIAA sport except for Football. At a small school in which students participate in multiple sports. That may mean that demands on the student-athlete to engage in multiple sports may create conflicts. The Activities Director will continue to encourage coaches to communicate about these conflicts and support multi-sport participation.
- Student-athletes and parents/guardians who are unclear about the nature of non-sport competition should contact the Activities Director for further information about the WIAA guidelines for these activities.

Non-school participation in the same sport in the same season.

- A student owes his/her allegiance and loyalty to the school and team of which he/she is a member. However, the WIAA allows any student-athlete, with school approval, to participate in up to two non-school contests in the same sport during the regular season.
- NO approval can be provided during the WIAA tournament.
- The student-athlete wishing to participate in a non-school event in the same sport during the regular season must first consult with the team coaching staff.
- The student-athlete must contact the AD to obtain and complete a Non-school Competition during the School Sport Season Form.
- The applicant will be provided with a decision within 3 business days of the submission of the form to the AD.

Please note:

- Competing in more than two non-school events in the same sport in the same season will make the student ineligible for the remainder of the high school sports season,
 - including the WIAA tournament
 - The method of counting non-school competitions is the same as that used to determine WIAA season maximums. Exceptional student-athlete waivers
- Invitations for non-school participation by exceptional student-athletes to participate in international competitions sanctioned by a sport's National Governing Body (NGB) and Olympic Development Program (ODP) in representing the USA are subject to further rules and waiver considerations as established by the WIAA. Such instances will be considered on a case-by-case basis by the student-athlete, parents/guardians, coaches, AD, and administration.

Activities Code Violations

Athletic Code of Conduct

A student may lose eligibility under the Code of Conduct Rule for any of the following behaviors:

- Possession, use, or purchase of tobacco products (including e-cigarettes), regardless of a student's age.
- Possession, use, or purchase of alcoholic beverages, including beer and wine, regardless of the student's age.
- Possession, use, purchase, or attempted purchase/sale of illegal drugs, look-alike drugs, or mood-altering substances, or the unauthorized possession, use, purchase, or attempted sale/purchase of unlawful drugs,
- Drug paraphernalia, or mood-altering drugs.
- Athletes who have been arrested or cited in the criminal or juvenile court system (excluding minor offenses such as traffic, curfew, or hunting/fishing violations).
- Acts of vandalism or theft involving property of the Elkhart Lake-Glenbeulah School District or other school districts, acts of violence, and physical/verbal assaults that result in a citation or arrest.
- School attendance violations that result in a truancy referral/citation.
- Unlawful or school violation by possession, use, or attempted sale/possession of prescription medication.
- Possession, use, or purchase of any WIAA performance-enhancing and banned substances by student-athletes.

- Being in attendance at a function or party where the student knows, or has reason to know, that alcohol or other drugs are being consumed illegally by minors, and fails to leave despite having a reasonable opportunity to do so, or fails to prove innocence.
- Any student who has a gathering at his/her home /property where alcohol or drugs are being used will be given a penalty at the next highest level at which he/she would normally be suspended. For example, if a student hosts a party, and it is his/her first violation since the party was at his/her home/property, he/she would be given a violation as their second offense.
- Hazing is not permitted. No athletic participant shall stage any type of initiation ceremony or hazing for athletic participants at any time and on any level.
- Harassment and/or bullying are not allowed per school board policy (Electronic Device/Internet Behavior).
 - The student has reached the 3rd step of the ELGHS Bullying/Harassment policy (student handbook)
- Electronic Device/Internet Behavior:
- Students will not represent themselves or others inappropriately or unlawfully on the Internet or any other form of electronic device. This would include blog sites, instant messages, social networking, texting, Facebook, Twitter, etc.
- Any identifiable image, photo, or video that implicates an athletic participant to have been in possession of or in the presence of alcohol and/or drugs or portrays actual use, or out-of-character behavior or crime, shall be confirmation of a violation of the Code of Conduct.

Other:

- The Administration will consider the complete set of factual circumstances for each situation and assign appropriate consequences based on the nature and the extent of the violation of the Code of Conduct.
- Any situation or problem that may arise that is not specifically covered above may be reviewed by the Administration. If an Elkhart Lake – Glenbeulah Administrator or Athletic Director has reasonable suspicion that a specific athletic participant may have violated the district's Code of Conduct. In that case, he/she may question that student about a possible violation. In responding to any such questioning about his/her actions, it is expected that the student shall answer truthfully. Also, during the questioning process, a student may not attempt to mislead or misrepresent himself/herself, which may impede the investigation.

REGARDING ESTABLISHMENTS/WEDDINGS/REUNIONS/ETC(Point of Clarification):

- Presence in bars or attendance at parties where drinking of alcoholic beverages or use of illegal drugs is occurring is prohibited.
- This rule is not meant to include a presence in an establishment that is primarily an eating place or presence in such places with parents, or to prevent being employed at such places.
- It also is not meant to include the presence in places like golf courses or bowling alleys where alcoholic beverages are served.
- Participants should avoid placing themselves in situations where their guilt or innocence is questioned
- Participants are not prohibited from attending weddings, reunions, anniversaries, or other ceremonial functions where alcohol is served, but they may not consume alcohol or have alcoholic beverages even though they have parental permission.
- Parental/guardian permission does not override the provisions of this code.

HOSTING A PARTY

- Any participant who has a gathering at his/her home/property where alcohol or illegal drugs are being used will be given a penalty at the next highest level above the level they would normally be suspended.
 Example: If a participant hosts a party and it was his/her first violation since the party was at the participant's home/property, the participant would be given a violation as his/her second offense.
- A participant who hosts a party may not use the honesty clause reduction.

Process for Reporting and Investigating Code Violations

Process for Reporting and Investigating Code Violations: The following steps will be in place for reporting and investigating any code violations. Reports of code violations can be made to the Activities Director or the Administration

Methods for making a report of a code violation:

- Self-referral by the offending individual.
- Coaches, advisors, teachers, administration, or law enforcement officials may report an infraction at any time.
- Any person may report an infraction in person or in writing at any time. The person making the report must be willing to speak with the Athletic/Activities Director and/or Administration.
 - Anonymous reporting will not be considered.
 - Visual evidence must provide specific and verifiable dates, times, and years of infractions
- Any complaint/referral concerning a code violation shall be made in writing, signed by the complainant, and presented to the high school administration within 30 calendar days of the violation to be processed.
- Any time the high school administration receives information from a police report or newspaper article about a violation of the code, the 30 calendar days stated above do not apply, and the information will be processed by the administration as a code violation.

Note: Any form of media may be used to obtain information regarding violations of the code (ex., Facebook, Snapchat, other social media, digital photos/video, etc.)

Note: School personnel may access law enforcement records to aid in the investigation. (Wis Stat. §§ 48.396 and 948.396)

1. Violations of the athletic code will be reported to the Athletic/Activities Director (AD)/Administration.
2. Once the AD/Administration has received a report of a violation, the AD/Administration will investigate the report and meet with the student as soon as practical.
3. After the AD/Administration has met with the student, a decision will be made and, if necessary, policies will be enforced, and consequences will be issued.
4. The AD/Administration will notify the student's parents/guardians of the report of a violation, the meeting held with the student, and the consequences, if any.
5. The decision of the AD/Administration will be made in writing/ email to the student and parents/guardians within three school days of the decision.

Note: If a report is received during a vacation period, an attempt to notify shall be made within five calendar days, and a meeting shall be held within ten calendar days of the report being made

Consequences for Violations

- 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 Policy (2019-20)
- Suspensions will begin immediately upon notification of the student. The suspension will be served for consecutive contests/performances/activities.
- All violations must be made up while a student is eligible, present in school, and physically able to participate. Exceptions to this will be with administrative approval.
- During the period of ineligibility/suspension, the student may participate through practice, as determined by the coach/advisor, Activities Director, and/or Administration.
- If a student is participating in more than one extracurricular activity at a time, the full consequence will apply to each activity concurrently.
- The percentage of individual contests/events is rounded UP to the nearest whole number. For example, if the percentage of time to be missed is 2.3, the number of contests missed will be 3.
- Any percentage not served will carry over into the next season of participation. The remaining length of suspension will be recalculated based on the number of contests in that season.

- A student who is participating in an activity as part of a course grade will not be suspended from that activity. (This applies only to non-athletic extracurricular activities.)
- The season in which a suspension is being served must be completed in its entirety.
 - If a student quits before the season ends, the suspension will be considered not to have been served, and the student will serve the full suspension during the next season of participation.
 - If a student with a pending suspension wishes to join a sport or activity late, a meeting must be held between the coach of the sport or activity advisor, the activities director, the high school administration, and the student before permission to join the sport is granted.
 - Student must join team before more than 1/3 of the season has expired.
 - Stipulations for completing the code violation may be created by the Athletic Director/Principal, Coach, and athlete
- All suspensions will be based on school-scheduled contests and the WIAA criterion for Game/Meet Maximums to determine the proper length of the suspension.
- Volleyball and Wrestling multi-team dates will be counted as a single contest/event just as it is on the Game/Meet Maximum supplement provided by the WIAA.
 - For example, a volleyball or wrestling dual will be treated as a single contest/event
 - A volleyball or wrestling tournament or invitational will ALSO be treated as a single contest/event even though multiple interscholastic competitions may occur during that tournament or invitational.
 - All other sports are measured by game/meet event
- For example, a baseball or softball doubleheader would be treated as two contests/events
- The number of scheduled events at the start of the WIAA season will determine the number of ineligible contests. Any modifications to the length of the suspension, based on schedule changes, will be at the sole discretion of the coach, Activities Director, and administrator

NOTE: The District expressly reserves the right to impose a penalty it deems appropriate for each individual situation and case.

- Consideration of alternative consequences other than suspension must be initiated by the students and/ or parents within the appeals timeline as discussed below:
- Consideration of Alternative consequences will be limited to the first violations of the activities code. Alternate consequences will be based on the terms of the violation and the program being harmed

Cumulative Violations		Athletics
Use of Drug/Alcohol/Tobacco/Performance Enhancing Substances Offense	1st Offense	25% of the scheduled contest/performance dates beginning with the season in which the violation took place
Use/Possession/Buying Selling		
Violation of the Criminal Code	2nd Offense	50% of scheduled contest/performance dates beginning with the season in which the violation took place.
Failure to Leave a Situation where Illegal Drug/Alcohol/Tobacco/ Performance Enhancing Substances are Present		
	3rd Offense	The participant will be suspended for one calendar year (twelve months from the date of the offense).
Non-Cumulative Violations		Athletics

In-School Suspension (This does not include temporary removal from a classroom by school personnel.)	Each Offense	Suspension from the next scheduled contest/performance date
Out-of-School Suspension	Each Offense	Suspension from all contest dates during the term of the suspension. If there are no contests/performances during the time of the suspension, the student will be suspended from the next contest/performance date upon return
Unexcused Absence	Each Offense	Penalty to be decided upon by the Administration and the Athletic/Activities Director
Violation of ELGHS Student Handbook Expectations	Each Offense	Penalty to be decided upon after consultation between the coach, Athletic/Activities Director, and the Principal

Administrative Suspension

Participants representing the Elkhart Lake – Glenbeulah School District, by their involvement in the activities program, are expected to follow school rules and policies applicable to all students. An administrative suspension or dismissal from participation may be administered for actions that result in the following:

In-School Suspension

1 day ISS- 1 competition and practice

2 days ISS- 2 Competitions and practice

3 days ISS- 3 Competitions and practice

Any student who receives an Out-Of-School Suspension will be suspended from all competitions and practices that correlate to the number of days of the school suspension.

Any Student who is removed from class for violation of classroom or school rules may be subject to an athletic suspension (competition/practices).

Honesty Clause

- Participants who voluntarily turn themselves in to high school administrators and/or their head coach or advisor, prior to the school obtaining any information, and who do not attempt to deceive or mislead school officials, will receive consideration for a reduction in the length of suspension from activities. Voluntary disclosure does not apply if school personnel observe the violation or the student receives a citation.
- Voluntary disclosure must be made before any questioning by an administrator.
- Voluntary disclosure requires the student to report the violation by the start of the next school day or regularly scheduled practice/event, whichever comes first (this includes practice/events held during a scheduled school vacation, such as holiday breaks, spring break, etc.).
- Voluntary disclosure by the student for a code violation during the summer vacation period must be reported to the high school administration or an administrative secretary by the morning of the next weekday. Violations that occur on the weekend (Friday, Saturday, and Sunday) must be reported by the morning of the following Monday.
- The student will be given one opportunity to be forthcoming with information about their possible involvement. If the student is forthcoming, the penalty will be reduced by half.
- Once a student has disclosed a violation under the honesty clause, the admission of guilt cannot be retracted.
- The honesty clause only applies to a 1st cumulative violation of the code.

Assessment Program

- Upon a student receiving his/her 2nd offense, the student may choose to attend an assessment session and/or make restitution at the expense of his/her family. Participation in an assessment or completion of a restitution agreement will reduce the suspension by 50%.
- Upon a student receiving his/her 3rd offense, the student may choose to attend an AODA/Tobacco class and/or counseling at the expense of his/her family. Parents will be required to sign a waiver of confidentiality so that the administration may contact and discuss the issue with the medical provider. Participation in a class and/or counseling will reduce the suspension by 50%.

NOTE: Failure to complete the assessment, class, counseling, or restitution will result in the application of the full consequence.

APPEAL PROCESS

- Once a determination of a code violation resulting in a suspension has been made, the student and/or his/her parents/guardians may make a formal appeal of the suspension.
- Per WIAA policy, the initial sanctions imposed by the school for the violation in question remain in effect until after the decision of the Superintendent or School Board has been reached. Students will not be allowed to compete during the appeal process.
- If the appeal process takes longer than the actual term of suspension, the student becomes eligible upon serving the required suspension time.

NOTE: *Only cumulative violations or Conduct Unbecoming of an Athletic/ Co-Curricular Participant may be appealed.*

Appeal to Athletic Council.

- First Appeal
- The Athletic Council will be designated and chaired by the high school principal or the high school Athletic Director (both are non-voting members of the council).
- The council is the building-level appeal body that is designed to receive appeals.
- The Athletic Council will consist of three teachers and two members from the current year's coaching and advisory staff; each will have one vote.
- After this step, a student and his/her parents have two options for appeal. Any suspension may be appealed to the Superintendent or to the School Board.

Appeal to the Superintendent

- Appeal to the Superintendent. Within two (2) business days of a student being notified of a suspension being upheld by the Athletic Council, the student may appeal, in writing, using the designated appeals form, to the Superintendent.
- Within two (2) business days of the appeal being received, the Superintendent will hold an appeal conference.
 - **Appeals Conference**
 - The student, his/her parents/guardians, any witnesses the student wishes to bring, the Athletic Director, and the administration will be invited to attend.
 - A student may have representation, and the school may as well; however, the school shall not be responsible for providing representation for the student.
 - The student will have an opportunity to present his/her case to the Superintendent.
 - The AD/ Administration will present the facts of the situation and the findings of the investigation to the Superintendent.
- The decision of the Superintendent will be made within 24 hours of the conference, and written notification will be sent, in writing or emailed, to the student and his/her parents/guardians. The student will also be notified of the decision verbally as soon as practically possible.

Appeal to the Board of Education

- Appeal to the Elkhart Lake Glenbeulah School Board within two (2) business days of a student being notified of a suspension, the student may appeal, in writing, using the designated appeals form, to the Superintendent. Upon receiving notice of appeal, the Superintendent will contact the Board President to set an appeal hearing.
- The Board of Education will hold an appeal hearing on the next scheduled date of a regular meeting of the Board of Education. This period may be modified by mutual agreement between the Board President and the person making the appeal.
 - Appeals Hearing
 - The student, his/her parents/guardians, any witnesses the student wishes to bring, the Activities Director, and the administration will be invited to attend.
 - A student may have representation and the school may as well; however, the school shall not be responsible for providing representation for the student.
 - The student will have an opportunity to present his/her case to the Board of Education.
 - The AD/Administration will present the facts of the situation and the findings of the investigation to the Board of Education.
- The findings and decisions of the Board of Education will be made within 24 hours of the conference and will be sent, in writing, to the student and his/her parents/guardians. The student will also be notified of the decision verbally as soon as practically possible.
- The findings and decisions of the Board of Education will be final.

NOTE: Only cumulative violations or Conduct Unbecoming of an Athletic/ Co-Curricular Participant may be appealed.

SIMULTANEOUS CONSEQUENCES

Participants may participate in simultaneous activities; however, if a participant incurs a violation, he/she shall be suspended according to the code of conduct for both activities.

Awards

SPECIAL AWARDS RESTRICTION

- To be eligible for nomination or to receive end-of-year athletic awards, a student-athlete must remain in good standing throughout the academic year. Specifically, a student will be deemed ineligible for such recognition if they meet either of the following criteria:
 - Accrue one cumulative violation during their high school career, **or**
 - Accrue more than three non-cumulative violations within a single academic yearDefinitions of cumulative and non-cumulative violations can be found on pages 10–11 of the Athletic Handbook.
- Participants who violate the Athletic Code of Conduct will be ineligible for any special awards during the season of participation, as well as any season in which the suspension is served. This includes being nominated for end-of-the-season awards/recognition (Big East All-Conference, All-Region/District, All-State)
- Student-athletes who receive a cumulative violation of the Code will not be eligible for all-conference, all-district, or all-state recognition during any season any portion of the cumulative violation suspension was served.
- No student with a Code of Conduct violation may be nominated for any special end-of-season award. This shall include, but not be limited to, MVP, MIP, Coaches' Award, Captain (Removal of status), All-Conference, All-Area, and All-State.

- Additionally, coaches may require students to maintain “good standing” to be eligible for all-conference, all-district, or all-state recognition. Coaches will establish and disseminate this policy at the beginning of the season or activity in written form.

Participant Injuries

PARTICIPANT INJURIES

- Concussion and Head Injury Statute 118.293. The law requires all youth athletic organizations to educate coaches, athletes, and parents or guardians on the risks of concussions and head injuries and prohibits participation in a youth activity until the athlete and parent or guardian have returned a signed agreement sheet indicating they have reviewed the concussion and head injury informational materials.
- The law requires immediate removal of an individual from a youth athletic activity if symptoms indicate a possible concussion has been sustained.
- A person who has been removed from a youth athletic activity because of a determined or suspected concussion or head injury may not participate again until he or she is evaluated by a health care provider and receives written clearance from the health care provider to return to the activity.
- Sudden Cardiac Arrest Statute 118.2935 The law requires all youth athletic organizations to educate coaches, student-athletes, and parents or guardians about the nature and risk of sudden cardiac arrest during youth athletic activities and information about electrocardiogram testing.
- The concussion and sudden cardiac arrest informational materials are to be combined. The sudden cardiac arrest statute does not specify a signed agreement form, but the sample agreement form contains agreements for both concussion/head injury and sudden cardiac arrest.
- The signed agreement form for a concussion must be submitted to a private or public school only once each school year and to a private club only once in 365 days before participation in an athletic activity.
- Any participant who is injured during a practice or event must report the injury immediately to the coach/advisor, who will refer him/her to the Licensed Athletic Trainer.

Note: If the injury requires a physician's care, an accident report must be filed by the coach/advisor with the activities office and a physician's permission to return letter must be presented before the participant is allowed to return.

- Should an injury be discovered after the athlete has returned home, the coach/advisor should be contacted as soon as possible. In the event of any serious injury during a practice or event, the nearest emergency medical service will be obtained.

Equipment

It is expected that participants will take excellent care of their equipment. Each participant is responsible for the school equipment issued. The participant is financially responsible for all lost, misplaced or stolen equipment. Each participant will be responsible for the return of the original equipment issued. Substitutions will not be allowed.

Pre-Season Coaches Meeting

This code shall be made available to each participant during the specific activities' pre-season meeting or on the first day that he/she reports for athletic activity. Copies shall be placed on file with the athletic director and/or principal.

Participants should read all items and ask for clarification from the coach or advisor on any items not understood.

- Parental/guardian and participant attendance at pre-season meetings (if applicable) is required, and involvement throughout the season is encouraged. Failure of a minimum of one parent/guardian to attend the pre-season

meeting will make the participant ineligible for participation in events until the parents/guardians have satisfied the required replacement activity for missing the meeting.

- Additional standards determined by each coach or advisor shall also be written and distributed to each participant and parents/guardians at this time.
- Requirements for receiving athletic awards and special program awards for participating in an activity (if such awards are given) shall be presented at the pre-season meeting or made available to the participants and parents/guardians by the advisor at the group's first organizational meeting.

School District of Elkhart Lake-Glenbeulah

- High School Main Office – (920) 876-3381
- Mr. Bart Larson- Athletic/Activities Director – (920) 87-3381
- Mr. Ryan Faris - High School Principal – (920) 87-3381
- Mr. Adam Englebretson - Office of the Superintendent – (920) 87-3381

**ELGHS ATHLETIC CODE
APPEAL OF SUSPENSION**

Date: _____

Student Name: _____

Name of Person Completing the Form: _____

Type of Violation: _____

Number of Violations in High School Career: _____

Describe the incident that led to the alleged violation of the code. Attach additional sheets if necessary.

Describe the reasons the appeal is being made. Attach additional sheets if necessary.

Signature of Student
Signature of Parent/Guardian

Date

Date

Received Date: _____

Received by: _____

Dual Sport Participation Agreement

It is the intention of the athlete named below to participate in two sports during the same season. For this to occur, an agreement must be made between the athlete and the coaches. The athlete must declare which sport is primary and which is secondary.

Name of Athlete_____

Primary Sport_____

Secondary Sport_____

Practice and Game/Meet Requirements

- Primary sport practices will take precedence when both practice on the same night unless coaches agree otherwise.
- Primary sport games will take precedence when both have games on the same night unless coaches agree otherwise.
- Secondary sport games will take precedence over primary sport practices.
- The athlete agrees to make up any practices missed at the coach's discretion.

Additional Stipulations: During the WIAA tournament series, the student-athlete will make his/her own choice as to what contest to attend should competitions land on the same day.

Signature of Athlete **Date**

Signature of Parent/Guardian **Date**

Signature of Primary Coach **Date**

Signature of Secondary Coach **Date**