

**MEDWAY SCHOOL BOARD  
CO-CURRICULAR POLICY**

**PHILOSOPHY**

The primary purpose of co-curricular activities is to contribute to the overall development of the student in concert with the school's philosophy and goals. In this regard it is the responsibility of the school to encourage the participation of all students who wish to be involved in any and all activities. The Medway School Board believes strongly in the development of the total student and thus understands the co-curricular program to be an extension of our school program. We work to meet the individual needs and to provide for successful experiences for the student in the classroom: we extend these goals to all our extra and co-curricular programs.

**GUIDELINES FOR ELIGIBILITY**

**Academic Eligibility**

**In order to be eligible for an upcoming activity** the student must have all "M" or "PM" grades for each self-directed learner expectation.

- A. Student participants who have one or more "DM" in any self-directed learner expectation at the time of either progress reports or report cards will be placed on academic probation for a period of ten (10) school days.
  - a. In order to reengage in the extra curricular activity at the end of ten (10) school days, students must:
    - i. show evidence of receiving help by staying after school and
    - ii. show an effort to the advisor/principal that indicates improvement and progress toward a "PM" or "M".
  - b. Any student who misses practice to receive extra academic help will not be penalized with regard to participation in the extra curricular event.
  - c. If a student does not show evidence of effort and/or does not earn a "PM" or "M" at the end of the ten (10) school days, the student will be removed from the activity for the rest of the season.
  - d. If the activity is year-round, eligibility will be reexamined at the next ranking period (progress reports or report cards) in which case the steps above will start over.
  
- C. Incompletes will be interpreted as a "DM" in work completion. Incompletes must be made up within two weeks of the end of a ranking period in order for the student to become eligible to participate.
  
- D. The Pupil Evaluation Team will review eligibility of students governed by an individual education plan as appropriate.
  
- E. Students are also ineligible when they are not regularly enrolled, competed under an assumed name or has participated in an outside team to which an objection is made by local school authorities.
  
- F. Any student may be temporarily removed from practice or games, by the discretion of the principal, due to lack of work completion or behavior.

**MEDWAY SCHOOL BOARD  
CO-CURRICULAR POLICY**

**PROCEDURES**

Advisors should work with individual students and use probation, temporary suspension, or removal from any activity if either the student's grades are below base requirements or behavior is unsatisfactory.

The Principal is responsible for ensuring that participants are academically eligible to be able to participate. Advisors should stress the importance of good grades and attitudes. Coaches/Advisors should work with students and teachers to ensure their continued eligibility.

This CO-CURRICULAR POLICY will be reviewed with all students at the beginning of school in September and will be included in the Student Handbook.

**Attendance at School**

Regular school attendance is required of all participants. Participants absent from school any part of the day of an event or practice shall not participate without an excuse as defined by law. Maine State Law (Title 20-A, Section 5001) lists five reasons for excusable absences. These are:

1. Personal Illness – To be verified by appropriate authority as deemed appropriate by the school administration.
2. Appointments with health professionals that cannot be made outside of the regular school day. Appropriate documentation may be requested by the school administration.
3. Observance of recognized religious holidays when the observance is required during a regular school day. Appropriate documentation may be requested by the school administration. Required means that there is no other opportunity for the observance.
4. Emergency family situations as deemed appropriate by the school administration.
5. Planned absences for personal or educational purposes, which have been pre-approved by the school administration.

If a student is absent the day of an activity because of personal illness (Excusable absence #1 above), the student may not participate in the activity. If a student is absent for other excusable reasons the day of the activity (Excusable absences #2 – 5 above), the coach and the administration shall determine if the student is eligible to participate. Students absent for any unexcused reasons (any reason not listed above) shall not participate.

If an activity is scheduled for a weekend and a student is absent on Friday for an excused reason (Excusable absences #1 – 5 above), the coach and the administration shall verify the reason and determine if the student is eligible to play. The primary consideration shall be the well-being of the student.

If a student is chronically absent, (absent 10% or more of the school year) he/she may not be allowed to participate in the activity. If a student is successfully following an attendance contract, he/she may participate. If the student does not follow the attendance contract, participation may be revoked by administration.

**MEDWAY SCHOOL BOARD  
CO-CURRICULAR POLICY**

**Conduct**

Participation in co-curricular activities involve certain responsibilities to the school and community.

All students participating in co-curricular activities, do so voluntarily, and are expected to adhere to certain standards commonly accepted as promoting healthy bodies and minds, and in keeping with the traditions of participation. Students who choose to participate are expected and presumed to understand and accept this responsibility as a condition of their participation.

The following behavior constitutes a violation of Medway School Board standards:

- A. Behavior which results in being found guilty in a court of law or committing a juvenile offense.
- B. Using any form of alcohol or illegal substance (i.e. Drugs)- *See Drug & Alcohol Use Policy*
- C. Being suspended or expelled from school.
- D. Being a consistent or serious disciplinary problem in school or while representing the school or community.

Frequent detentions and/or reports of inappropriate behavior may cause a suspension from a team. School administration will determine when a one-week suspension is necessary. Students are expected to be on their best behavior when they are representing their school and community at events. Flagrant misbehavior may result in suspension and/or expulsion from the activity to be determined after a meeting between the coach and the administration.

**SEASON**

The co-curricular season begins with the first practice/rehearsal and will end at the conclusion of the last performance/awards program.

**Practice**

A practice schedule will be established. Advisors/Coaches will schedule enough practices to adequately prepare students. Practices and/or games will not exceed six days per week. Practice policies will be determined by the advisor/coach, but it is the expectation that all contestants participate during practice sessions in a meaningful way. Practices are to be used for the development of all participants. If it is necessary to miss a practice it is the student's responsibility to notify the coach/advisor before the practice, whenever possible. No practices will be allowed on Thanksgiving Day, Christmas Eve Day, Christmas Day, New Years Day, Sundays and/or Storm Days. Exceptions to Storm Days will be at the discretion of the principal.

**MISCELLANEOUS**

**Awards**

Appropriate recognition events will be held for all co-curricular activities.

**Dress and Grooming**

Students are expected to follow the school dress code when dressing for co-curricular events. We also encourage students to dress nicely when attending an away event (ex. Dress pants, button up or polo shirt, etc.) If clothing for away events becomes a financial hardship, please let the school

**MEDWAY SCHOOL BOARD  
CO-CURRICULAR POLICY**

know ahead of time. Students who do not dress appropriately for away events will be asked to call home for a change of clothes.

**Equipment and Clothing**

The student will assume responsibility for all issued equipment and clothing and will be assessed for any lost or damaged items. The student will complete a form when issued equipment and/or clothing so that proper records are maintained.

**Participation Time**

The above mentioned philosophy states that the primary purpose of co-curricular activities is to contribute to the overall development of the student. Keeping in line with the fact that the Medway School Board believes strongly in the development of the total student, all coaches/advisors are strongly encouraged to allow each student to participate in each contest in a meaningful way. All students involved in co-curricular activities must meet all requirements of the coach/advisor for attendance, practice, and behavior.

**Travel**

When bus transportation is provided, all students are required to travel to and from out-of-town contests with the group. Permission may be granted by the coach to allow a student to be released to his/her parent or guardian provided the parent/guardian makes personal contact with the coach and signs a release form for the student. Permission may be granted by the Administration to allow a student to be taken to events with prior approval from the school office.

**ACTIVITIES EFFECTED BY THIS POLICY**  
**CO-CURRICULAR ACTIVITIES**

Public Speaking

Math League

Show Choir

Any inter-district co-curricular student activity

And any other student activity determined by the principal to be a co-curricular activity.

Adopted: May 1, 2012

Revised: 8.21.17 Second Reading and adoption: 10/10/2017