

Chautauqua Lake Secondary School

Eligibility Policy

Grades 7-12

The Chautauqua Lake Board of Education affirms its belief that a student's academic progress is the primary reason for his/her attendance in school. Extra-curricular activities are considered an integral part of the secondary school experience. Teachers, coaches and advisors need to work together to encourage high student academic achievement as well as participation in school-sponsored activities. In the event that involvement in these activities is detrimental to academic progress, the student shall be considered ineligible to participate under the terms of the following procedure and/or process.

Procedure

- 1) Office personnel will compile a master list from Power School reports, which will be distributed to teachers on a weekly basis.
- 2) The Supervisor of Athletics or his/her designee will notify all coaches/advisors of the academic status of their members weekly. Students will be notified of their status weekly on Friday afternoon. Parental Guardians will be notified in writing when a student is placed on the Ineligibility List. The parental guardian letter will explain the process for completing required study sessions.
- 3) Coaches, extra-curricular advisors, and teachers are required to follow the eligibility policy as written. Eligibility will be reset at the start of each 10 week marking period.

Process

- 1) At the beginning of each activity or sports season, the coach and/or extra-curricular advisor will formally counsel his/her students and their parental guardians regarding the expected academic progress required for participation in athletic and extra-curricular activities. Coaches and extra-curricular advisors are also required to notify students of eligibility status and should encourage students to schedule and complete study sessions.
- 2) Teachers will maintain up to date grade books within the Power School system to enable office personnel to compile accurate reports on a weekly basis.
- 3) Based on the compiled eligibility report, students in grades 7-12 who are failing two or more subjects will be placed on an Ineligibility List.
- 4) A student failing two or more subjects will be required to complete one study session per week for each class they are failing. This will permit students to continue participation in athletics or extra-curricular activities.
- 5) After the student is notified they are on the Ineligibility List, they will receive a Participation Card. Students must initiate a conversation with the teachers whose courses they are failing to schedule required study sessions. Each study session will consist of a 30 minute session during DLL, after school, or another mutually agreed upon time frame during the school day.

Process Continued

- 6) If a teacher is unable to meet directly with an ineligible student during DLL or after school, students in 7-12 are permitted to obtain information from the teacher on how to improve their grade and complete the study session on Tuesday, Wednesday, or Thursday in After School Help Lab. Teachers who are unable to meet directly with an ineligible student will initial the card giving permission for the student to attend after school help lab in the library. In addition, the student must obtain the signature of the teacher or designated help lab supervisor.
- 7) In order to continue to participate in athletics or extra-curricular activities, students are responsible for turning in their Participation Card containing the appropriate teacher signatures and/or initials each week. Students must participate and demonstrate appropriate behavior during each study session. During each study session, students should complete assignments and/or study course material. Completed Participation Cards must be turned in to the office by Friday at 12:00. A completed card makes the student eligible for the following Monday through Sunday, including vacation time when appropriate.
- 8) The Supervisor of Athletics or his/her designee will meet on Friday with any student who was negligent in completing the required study sessions or turning in their weekly Participation Card. Students will be informed at this meeting that they will not be permitted to participate (starting Monday) in their athletic or extra-curricular activities until the appropriate sessions are fulfilled and their completed card submitted.
- 9) Students who are negligent in fulfilling required study sessions remain ineligible until the prior and current sessions are complete. Students who are negligent in completing the required study sessions or turning in their weekly Participation Card may attend events, but may not actively participate.
- 10) Coaches and extra-curricular advisors will be notified each Friday if a student is negligent in fulfilling their study session requirements. Parental Guardians will be notified if their student is not permitted to participate in athletic or extra-curricular activities.

Legal Excuse Explanation

A student is considered tardy (i.e. Late) when arriving to school between 7:55 am and 8:19 am. The following consequences are enforced for tardiness: third tardy=detention, fourth tardy=detention and participate (game or practice) that day, fifth tardy=detention and may NOT participate (game or practice) that day. A student is considered absent from their first block class when arriving after 8:19 am and may not participate (game or practice) that day. If a student arrives with a doctor's excuse verifying an appointment they are not considered tardy. Coaches and/or extra-curricular advisors will be notified if a student is considered absent. A student who is absent from school without an authorized legal excuse will be ineligible for practices or games held on that day. Students who are absent with extenuating circumstances may be able to participate through principal discretion