

## **STUDENT ACTIVITIES CODE**

Burroughs students have the opportunity to participate in many extracurricular activities. These participants represent their activity, team, club, school, and community. Therefore, higher standards of conduct are expected of them than of other students. Only those students who are willing to maintain such high standards should be encouraged, or will be permitted, to be part of such activities at Burroughs. The following provisions will apply to all participants (hereafter referred to as “students”) involved in any organized activity in which students are identified with Burroughs High School.

1. The student will not use any illicit drugs, alcohol, or tobacco products, or be present at events where illicit drugs or alcohol are used illegally. To be “present” means to remain anywhere at the location once the student becomes aware that such illegal products are available or are being used. This includes the outside area, sidewalk, street, or other place where attendees are located. The California Education Code describes certain prohibited acts. At all times during the school year, students will refrain from committing any act described in Education Code 48900. Such prohibition applies at all times, including incidents that take place outside school hours, off campus, and at non-school sponsored activities.
2. The student will follow any additional rules established by the Coach/Advisor for each activity. Such rules will cover at least the following: school attendance; attendance at meetings, practices, and competitions; appropriate dress for travel; and the procedures for dropping from the activity if necessary, etc. The Coach/Advisor will provide all students a written copy of these rules.
3. Students will at all times practice good sportsmanship and demeanor, and avoid conduct that will reflect adversely on them, their activity, school and community.
4. The student will attend school regularly and will work for excellence in the classroom as well as in their activity. Unless legally excused, the student will attend school the full day of the event and, if the following day is a school day, will attend that full day.
5. The student will be responsible for proper care and return of equipment and materials, and will pay for any damaged or lost items.

### **PENALTIES**

1. Conduct of a student is covered by this Student Activities Code from the beginning of the school year (August) to the beginning of the next school year (August). Any student who violates the provisions of this code shall be immediately suspended (or given other appropriate penalties) from the particular activity or activities. This code also applies to students participating in school-sponsored activities during the summer vacation period.
  - a) For a first offense of Paragraph 1 of this Code, the student shall be suspended for a minimum of nine (9) consecutive weeks. In the case of athletes, this suspension period can run from one season of a sport into the season of a different sport, thereby affecting participation in both sports. For example, a violation in the last weeks of football season could result in a penalty that will be completed in the basketball season. If the nine-week suspension has not been completed by the end of the regular school year in June, the nine-week suspension may be served into the summer session if the student is enrolled in a Burroughs High School summer program.
  - b) For a second offense of Paragraph 1 of this Code, a student shall be suspended for one year (365 calendar days) from the date of the suspension.
  - c) For a third offense of Paragraph 1 of this Code, a student becomes ineligible for any future participation in extracurricular activities at Burroughs High School, unless reinstated by the Principal.
  - d) To constitute a second or third offense, the violation need not occur in the same school year. A second or third violation can occur at any time during a student’s high school career.
2. For violations of the other provisions of this Code (paragraphs 2-5), the Coach/Advisor shall determine an appropriate penalty, which can include a suspension.

3. Students who are found to have lied, or knowingly furnished any false or misleading information during any investigation of violations of this Code, shall be permanently removed from their activity, and can only be reinstated by the Principal.
4. The suspension from any activity, temporary or permanent, will result in the loss of any award, letter, or other benefit derived from participation in that activity.
5. The school administration reserves the right to levy a more serious penalty in cases where the student's conduct constitutes a particularly serious breach of this Code.

### **APPEALS AND REVIEWS**

A student may appeal the penalty levied for a violation of this Code by writing a letter asking to meet with the Activities Appeals Council. The letter should be sent, in the case of athletes, via the Athletic Director; for other students via an Assistant Principal. The function of the Appeals Council is to make recommendations to the Principal after reviewing an appeal. The Council considers the request of each student individually; no recommendation sets a precedent for any other recommendation.

The Activities Appeals Council is chaired by an Assistant Principal. Other members are:

- Athletic Director (in cases involving athletes)
- ASB Advisor (in cases involving non-athletes)
- Appointed faculty member
- ASB President
- Student selected by ASB Executive Board
- Coach/Advisor involved

The make-up of this Council can be modified by the administration as needed.

### **INVESTIGATIONS**

All reports of Code violations shall be promptly investigated (normally an investigation shall be initiated within one (1) school day of a reported violation). As a minimum, all allegations will be evaluated, and an attempt to determine the credibility of the source will be made. Further investigation will depend on the results of this preliminary inquiry.

It is preferred that the Coach/Advisor of a team or activity conduct the investigation of any alleged violation of this Code by his/her students. However, other school officials may be involved in an investigation, depending on the nature and scope of the alleged violation(s).

The Coach/Advisor will notify the school administration, in writing, of all reported allegations coming to his/her attention. This notification will be done no later than the next school day. Upon completion of the investigation appropriate action will be taken by the Coach/Advisor, or other school authorities, against all students found to be culpable.

In most cases of this type, investigators will be relying on information from law enforcement, testimony of witnesses, and/or admissions or denials by the accused. Information from law enforcement will have to be evaluated to determine the extent of involvement and actions of the accused. Witnesses must be evaluated for their credibility, actual knowledge of the incident, and motive. Anonymous reports will not be summarily dismissed as being without merit. An admission of guilt is sufficient to sustain a violation of this Code.

To sustain a violation of this Code, it is not necessary to have "absolute" proof of guilt. Nor is it required that guilt be established "beyond a reasonable doubt." It is only necessary that the "preponderance" of evidence indicates culpability. In this instance, "preponderance" means the believable evidence indicating guilt outweighs the believable evidence indicating innocence.

**EXCERPTS FROM CALIFORNIA EDUCATION CODE SECTION 48900**

***Conditions for Suspension, Expulsion***

- a) Caused, attempted to cause, or threatened to cause physical injury to another person.
- b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
- c) Unlawfully possessed, used, sold, or otherwise furnished or been under the influence of any controlled substance or an alcoholic beverage, or an intoxicant of any kind.
- d) Unlawfully offered, arranged, or negotiated to sell any controlled substance.
- e) Committed or attempted to commit robbery or extortion.
- f) Caused or attempted to cause damage to school property or private property.
- g) Stolen or attempted to steal school property or private property.
- h) Possessed or used tobacco, or any products containing tobacco or nicotine products.
- i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- j) Had unlawful possession of, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia.
- k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- l) Knowingly received stolen school property or private property.
- m) Committed sexual harassment as defined in 212.5 of the Education Code.
- n) Caused, attempted to cause, or threatened to cause, or participated in an act of, hate violence as defined in Education Code 33032.5.
- o) Intentionally engaged in harassment, threats, or intimidation toward another pupil or pupils.

(Please retain the above sections for your reference.)

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(Please detach and sign below.)

**SHERMAN E. BURROUGHS HIGH SCHOOL**  
***Student Activities Code***

We have read the complete Student Activities Code and agree to honor this Code. We understand Burroughs students are people with special responsibilities to their teams, their activities, their school and their community.

As a condition of participating in this activity, this agreement must be signed by both student and parent or guardian. It is understood that this Code is applicable from the beginning of one school year to the beginning of the next school year.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date