



Franklin Middle School

Christopher Ginestre
Principal

Michael Haggerty
Assistant Principal

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Dear Student and Parent/Guardian,

Thank you for considering participation in the Kenmore-Town of Tonawanda School District's extra-curricular program. We welcome your interest, participation and support of the various clubs, teams and activities the district has to offer.

The Kenmore-Town of Tonawanda school community recognizes the importance of extra-curricular activities in the total development of our students. We view these offerings as an important extension of a student's educational program through which participants will have the opportunity to develop positive traits such as character, sportsmanship, goal setting, commitment, fitness, respect, social skills, dedication, teamwork, self-discipline, and self-confidence.

Participation in extra-curricular programs is a privilege extended to all students in good standing. This privilege can be enjoyed as long as students live up to the Extra-Curricular Program Code of Conduct which covers behaviors beyond that which apply to the student body in general. The attachments to this letter will provide you with information regarding rules, regulations and procedures which must be followed by all participants. The Athletic Department maintains standards that are specific to participation in those programs and therefore, are separate from this packet.

Prior to participation, students and a parent/ guardian must sign the Extra-Curricular Program Code of Conduct Agreement located on the last page. It requires parents/guardians to help their child to comply with the Code's expectations and any additional rules set forth by individual advisors. A student cannot participate without appropriate signatures on this form.

Thank you again for your interest in the district's extra-curricular program. By working together, we can ensure a rewarding experience for all involved!

Sincerely,

Christopher Ginestre
Principal

Michael Haggerty
Assistant Principal



Kenmore Town of Tonawanda Union Free School District

EXTRA-CURRICULAR PROGRAM CODE OF CONDUCT

The provisions of this Extra-Curricular Program Code of Conduct are *in addition* to those outlined in the Student Conduct and Discipline document, and other Board of Education policy, which are applicable to all students. The provisions outlined below apply throughout the student's academic career. Any action deemed to be a serious breach of citizenship throughout the year, including summer recess, can be referred for disciplinary action. Any penalty will be administered during the school year.

Academic Requirements

Participants must be "students in good standing" as determined by building administration.

Attendance Requirement

Participants are expected to be in attendance on the school day that the club meets.

Personal Conduct Requirements

The District expects that all program participants will refrain from:

- Consumption or possession of alcoholic beverages
- Use or possession of tobacco or tobacco-related products
- Use or possession of illegal drugs
- Use or possession of prescription drugs for anything other than their intended use
- Being in the presence of illegal drugs or alcohol
- Vandalism
- Stealing or being in possession of stolen property
- Sexual harassment
- Hazing
- Violent/Aggressive behavior
- Bullying and/or taunting
- Acts of insubordination/jeopardizing the safety of others
- Verbal or physical abuse

Club Specific Requirements

Advisors have the authority to create reasonable rules and regulations specific to the individual needs of their club activities in addition to those outlined above. The District will uphold these standards as well.

Violation by Association

Student participants must not attend any functions where alcohol is being openly used by minors or where controlled substances are being used unlawfully by anyone. The student participant must make a reasonable attempt to leave the site immediately upon the knowledge

of alcohol being on site or unlawful use of controlled substances by anyone. Parents, by law, must not host or participate in any social functions where alcohol is used by minors, or where controlled substances are being used unlawfully. Simply attending and remaining at a party or underage function at which alcohol and drugs are openly used could be considered a violation of the Code of Conduct.

Process When a Violation is Reported

Investigations will be conducted when violations of the Extra-Curricular Program Code of Conduct are reported by school district staff, club advisors or law enforcement officials. The investigation will include interviews of any witnesses. Upon completion of the investigation, the following process will be followed:

- A meeting with the student, their parent/guardian and appropriate school personnel will be held. The results of the investigation will be shared at that time.
- The District will take into account any previous breach of conduct in a student's career in determining consequences.
- The family will receive written notification of the District's determination in the case and any consequences that may result.
- The District's decision may be appealed to the Extra-Curricular Code of Conduct Committee.
- Any violation involving illegal activities will be referred to appropriate law enforcement agencies. These incidents are subject to review by the Extra-Curricular Code of Conduct Committee for a determination of appropriate consequences.
- Should a student or family disagree with any determination of the Hearing Committee, the parent may appeal to the Superintendent of Schools, in writing, within fifteen school days of notification of the decision.

Diversion Program

Consequences may include a referral to the District's Family Support Center (FSC) for an assessment of student needs. Depending on the recommendations of the FSC staff, a diversion treatment plan may be required. Failure to participate may result in continued suspension from extra-curricular participation until the requirement is met. FSC services are free of charge. However, should the family opt for an outside provider or FSC personnel recommend the use of an outside provider, any cost will be the responsibility of the parent/guardian.

Self-Referral to FSC

If a student and/or their parent/guardian recognize that there may be a problem dealing with the use of tobacco, alcohol and/or drugs, he or she may contact the FSC Coordinator (874-8510) with concerns. This information will remain confidential. Consequently, there would be no penalty for students who request assistance and cooperate PRIOR to a violation occurring.

Prior to participation, students and a parent/guardian must sign the Extra Curricular Program Code of Conduct Agreement located on the next page.

Kenmore-Town of Tonawanda UFSD

Extra-Curricular Program Code of Conduct Agreement

Student Participant: _____

School: FMS

CODE OF CONDUCT

I understand that as a participant in the Kenmore-Tonawanda UFSD extra-curricular program, I will be held to a high standard. I have read the District's Extra-Curricular Program Code of Conduct and will support the rules as set forth. I will also support additional rules set forth by individual advisors.

Student Participant Signature

Date

As the parent/guardian of the student participant _____ who attends FMS in the Kenmore-Tonawanda UFSD, I understand my role in assisting my child to comply with the expectations of the District's Extra-Curricular Program Code of Conduct. I understand that, as a participant, my child will be held to a high standard. I have read the Extra-Curricular Program Code of Conduct and will support the rules as set forth. I will also support additional rules set forth by individual advisors.

Parent/Guardian Signature

Date

*****IMPORTANT*****

Students must have this completed form on file to participate in any extra-curricular activity at Franklin Middle School, including sports, clubs, etc. Please complete and return to first period classroom teacher by September 15, 2018.