



Extra-Curricular Code of Conduct 2025 - 2026

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I. TLA Extra-Curricular Program Vision Statement

The Lincoln Academy (TLA) governing board has adopted the following rules. They result from input from TLA administrators, coaches, advisors, parents/guardians, and the Wisconsin Interscholastic Athletic Association (WIAA).

The Code of Conduct in this handbook governs all seasonal and year-long activities sponsored by TLA, including, but not limited to:

- WIAA Sponsored Teams: Baseball, Basketball, Cross Country, Golf, Track and Field, Volleyball, and Wrestling.
- Other school sports (as approved by the Governing Board)
- Clubs

Academics Rigor, Character Development, and Career Exploration are the three pillars of TLA. Extra-curricular activities support all three pillars. Our goal is to provide rigorous academics and fundamental skills for our scholars at TLA. Extra-curricular activities provide additional opportunities for participants to enhance their academic, physical, social, and emotional development. We offer extra-curricular activities to all scholars. Scholars are expected to practice and participate in scheduled events after regular school hours and possibly on non-school days. TLA will supervise practices, competitions, and travel.

All participants are subject to TLA's discipline policies in the Family Handbook. Discipline procedures will be closely aligned with TLA's vision and values.

Coaches, scholars, and parents/guardians should know school and state policies and procedures supporting our TLA Extra-Curricular Program. All 9th-12th grade scholars participating in WIAA-sponsored sports must adhere to WIAA guidelines. A complete WIAA guidelines and procedures list is available from the Athletic Director or online at wiaawi.org.

II. Requirements For Extra-Curricular Participation

A. For all K4-12th grade scholars participating in extra-curricular activities, the following must be completed before any activity or competition:

1. Signed Code of Conduct Agreement Form (participant and parent/guardian)
2. Paid all fees on their scholar account
3. Additional forms may be required depending on the club or sport. For example, a Transportation Form is required for soccer club because athletes are transported to the practice field.

- B. For all 6th-12th grade scholars participating in a sport or club (if necessary), the following must also be completed before the first practice:
 - 1. WIAA Physical Form (Physical/Alternate Year Cards) with updated medical needs and contact information
 - 2. Concussion Waiver
 - 3. Transportation Form
- C. For all 9th-12th grade scholars participating in a WIAA-sponsored sport, the following must also be completed before the first practice:
 - 1. WIAA Eligibility (yearly Eligibility Bulletin supersedes this list)
You are not eligible for athletic competitions if you:
 - a) Reach 19 years of age before August;
 - b) Have attended more than eight (8) semesters after entering Grade 9, or if your 7th and 8th semesters are not consecutive;
 - c) Have participated in any sport for all or part of four (4) seasons, and your parents/guardians do not live in the school district in which you attend school unless you have served one (1) year of ineligibility or unless WIAA has approved your residency situation;
 - d) Have violated your status as an amateur athlete by
 - (1) accepting any amount of money or any kind of usable merchandise,
 - (2) signing a contract for your services as an athlete,
 - (3) permitting your name, picture, or personal appearance to be used for promoting anything; or
 - (4) playing under another name;
 - e) At any time, have received an award of merchandise value such as a jacket, sweater, watch, billfold, etc., in recognition of your talent or accomplishment as an athlete;
 - f) Have played in an all-star competition or similar activity involving participants from more than a given league;
 - g) Participated in any program that resembles a school team practicing or competing outside the designated school season for that sport; or
 - h) Let anyone besides your parent/guardian pay a fee for specialized training like summer camp or if your school coach instructs you outside the sports season. (Baseball, Track, Swimming, Golf, Tennis, Softball, Cross Country, and Gymnastics are exempt from the coaching rule in the summer).

III. Academic Requirements

- A. Scholars and parents/guardians should access Skyward to monitor academic progress. Scholars are expected to practice during an ineligibility period unless the advisor/coach and an Administrator create a different improvement plan.

B. End of the Grading Period:

1. A scholar will lose eligibility if they have either:
 - a) More than one (1) F in a grading period **OR**
 - b) GPA less than 2.0 for that grading period.
2. Most recent grading period, including progress reports, will be used to determine eligibility.
3. Semester grades will be used to determine eligibility at the end of Term II and Term IV.
4. The next quarter's eligibility begins on the next scheduled scholar school day. This is day one of ineligibility, and the scholar remains ineligible until the 16th planned school day.
5. If a scholar shows passing grades in all classes 15 school days or later after being declared ineligible, they may be reinstated.
6. The Athletic Director and advisor/coach issue an activities/academic warning to a scholar who fails to regain eligibility on the 16th day. The scholar and parents/guardians are encouraged to meet with the coach and the teachers involved to develop an academic success plan.
7. Failure to regain eligibility within a second consecutive 15-day period will result in the scholar being dropped from the sport/activity for the remainder of the season.

C. Incompletes and dropped courses:

1. Incompletes will not count against participants until an "F" is reported.
2. Scholars should work with teachers to arrange for appropriate course completion within two weeks.

D. For WIAA Sponsored Sports (9th-12th grade)

Fall competitions scheduled before school is in session:

1. The ineligibility period will be at least 21 calendar days from the beginning of the earliest allowed game/meet or one-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction), per WIAA regulations.
2. An ineligible scholar must show passing grades in all classes as of the 21st day to be eligible to play on the 22nd day and continue to show passing grades.

IV. Attendance Requirements

1. A scholar must be in school all day to attend an activity, practice, compete, or perform. A doctor's note must be provided for an excused absence.
2. If a scholar is truant from an assigned class period, he/she forfeits his/her opportunity to practice, perform, or compete on the first school day after which the Administration becomes aware of the truancy.
3. If a scholar is not well enough to attend school, they are not able to participate in activities. Exceptions to this are excused school trips

and passes issued for appointments approved in advance and verified with a doctor's note.

4. Scholars suspended from a class or school for any reason are ~~not~~ only eligible to participate in an activity/competition when fully reinstated in the class.
5. Scholars are expected to be in all classes the day after an activity/competition.
6. Some events will inevitably be scheduled during school vacation times. Each scholar is expected to dedicate his/herself to their activity/competition, and we encourage families to do their best to set up their schedule so that their scholar can attend competitions.

V. Extra-Curricular Code of Conduct Infractions

A. The Code of Conduct rules are in effect for all twelve (12) months of the year. This means that scholars must follow expectations or be held accountable for unacceptable conduct during the school term, over a holiday or summer break, or while school is out of session. This also means the staff will impose sanctions for unacceptable conduct at school, at a sponsored competition, or off school grounds. Violations will result in the suspension of eligibility. The descriptions provided are intended to be guidelines. TLA administration reserves the right to apply these guidelines to unforeseen similar circumstances. In cases that require interpretation, the Principal will have the final authority.

1. The Code of Conduct is in effect for all twelve (12) months of the year, starting when it is signed.
2. The Code of Conduct is cumulative from 9th to 12th grade, starting when it is signed for the first sport of participation as a high school scholar. For example, if you get a Code of Conduct violation in 9th grade and 11th grade, the 9th grade counts as the first violation, and the 11th grade counts as the second violation.
3. For clarification, Code of Conduct infractions do not carry over from 8th grade to 9th grade.
4. Once a high school scholar signs the Code of Conduct, it is cumulative throughout their high school career.
5. Advisors and coaches may impose additional standards and expectations for each scholar organization or sport. Expectations must be clearly explained and reviewed at the beginning of each activity/season. It is recommended that the advisor/coach have written expectations and their parent/guardian sign a statement acknowledging the expectations.

B. Definitions of specific kinds of unacceptable conduct are presented below.

1. Alcohol, tobacco, and controlled substance restrictions: Behaviors such as purchasing, selling, possession, or consumption of substances such as alcohol or tobacco/nicotine products, illegal controlled substances (mood-altering substances, controlled substances, look-alike drugs, performance-enhancing substances,

or prescription drugs prescribed for someone else); possession of drug paraphernalia, vaping devices, and other look-alike drug paraphernalia are prohibited.

2. Attendance at gatherings: Attendance at gatherings where drugs/alcohol/controlled substances are being used/consumed is prohibited, including while in a motor vehicle. Scholars should avoid placing themselves in situations where their innocence is questioned. The amount of time spent at the gathering is inconsequential; the time it takes to place a phone call and walk off the premises is the expected amount of time for a choice to be made. Presence at parties or with people in which drinking or use of alcoholic beverages by underage drinkers or use of illegal drugs is occurring is prohibited. Employment at establishments that serve alcohol is acceptable as long as state laws are also observed.
3. "Holding": alcoholic drinks, tobacco products, illegal drugs, or other controlled substances shall be considered use of the product. This rule is not meant to include a presence in an establishment, primarily an eating place or presence in such areas with parents/guardians, or to preclude employment at such places. It also is not meant to include a presence in places like a golf course clubhouse or bowling alley, where alcoholic beverages are served. A scholar must have a legitimate reason for being there. Scholars are not prohibited from attending weddings, reunions, anniversaries, or other ceremonial functions where alcohol is served. Still, they may not consume alcohol or have alcoholic beverages even though they may have parent/guardian permission.
4. Hosting a party: Scholars who sponsor, organize, or supply a gathering where drugs and alcohol are present, served, or consumed will result in a loss of extra-curricular privileges for a minimum of one calendar year.
5. Bullying/disrespect: Actions that show or express a lack of high regard or respect for others (fellow scholars, teachers, opponents, coaches, referees, administrators, parents/guardians, or adults) are prohibited. This includes actions resulting in school suspensions and using unacceptable language (cursing). Depictions of such actions on social networking sites such as Facebook, Snapchat, Instagram, YouTube, or other similar websites are prohibited.
6. Hazing: Any action that humiliates, degrades, abuses, or endangers another person, regardless of that person's willingness to participate, is prohibited. These actions may include initiation rituals into a team, club, or organization.
7. Harassment: All communication is to be conducted with respect. Scholars must not use words (written, verbal, or electronic), gestures, photographic images, drawings, or any form of

communication to intimidate, harass, bully, or threaten harm to another person. This means any repeated written, verbal, graphic, or physical act that a scholar or group of scholars exhibit toward another scholar or group of scholars sufficiently severe, persistent, or pervasive, creating an intimidating, threatening, or abusive environment. Harassment and discrimination based on sex, race, color, religion, national origin, ancestry, creed, pregnancy, status (marital or parental), sexual orientation, gender identity, or disability (physical, mental, emotional, or learning) are prohibited.

8. Theft: Stealing or taking personal property that does not belong to you is prohibited.
9. Vandalism: Willful or malicious breaking, destruction, or defacement of public or private property is prohibited.
10. Depictions of prohibited conduct: Scholars must not make, reproduce, or distribute videos, images, sound recordings, or other mediums that show behavior forbidden by the Code of Conduct on school property or at school competitions, including using school-owned or personal electronic devices (i.e., laptops, iPads, tablets, e-readers, cell phones, or video or still cameras). Depictions of such conduct on social networking sites such as Facebook, Snapchat, Instagram, YouTube, or other similar websites are prohibited. Reproduction and distribution of these items will result in disciplinary action.
11. Sexting: Scholars are prohibited from engaging in sexting, which means sending sexually explicit images through electronic media, such as text messaging. Depictions of such conduct on social networking sites such as Facebook, Snapchat, Instagram, YouTube, or other similar websites are prohibited. This list of examples is not intended to be exhaustive, and the Administration may impose disciplinary action for conduct not specifically listed here.
12. Social Media: Scholars must not participate in inappropriate and offensive behaviors concerning participation in online communities that may include depictions or presentations of the following: photos, videos, comments, or posters showing the personal use of alcohol, drugs, and tobacco, e.g., no holding cups, cans, shot glasses, etc. Photos, videos, and comments that are sexual. This includes links to websites of a pornographic nature and other inappropriate material, pictures, videos, comments, or posters that condone drug-related activity. This includes but is not limited to, images that portray the personal use of marijuana and drug paraphernalia. Content online that is unsportsmanlike, derogatory, demeaning, or threatening toward any other individual or entity (examples: derogatory comments regarding another institution, taunting comments aimed at a scholar/athlete, coach, or team at

another institution, and demeaning comments against race and gender). No posts should depict or encourage unacceptable, violent, or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, and illicit drug use).

13. Infractions involving violation of criminal law or local ordinances: Some forms of misconduct may violate state or federal law or local ordinances. Administrators are permitted to obtain law enforcement records of juveniles, and law enforcement agencies are allowed to provide law enforcement records about juveniles for purposes including taking action under the Code of Conduct for the use, possession, or distribution of alcohol or a controlled substance by a juvenile. Illegal possession of a dangerous weapon. An act for which a juvenile was taken into custody based on a law enforcement officer's belief that the juvenile was committing or had violated any state or federal criminal law. An act for which a juvenile enrolled in the public school district, private school, or tribal school was adjudged delinquent.

Suppose an extra-curricular participant is arrested for or charged with a criminal offense or is issued a municipal citation for violation of a local ordinance (other than for a minor traffic violation). In that case, the scholar may immediately be excluded from extra-curricular activities until the responsible Administrator can review the matter's circumstances. The Administrator will then determine whether there is reasonable cause for suspension or dismissal as provided in this Code of Conduct, and discipline will be imposed for the underlying conduct if that conduct violates this Code of Conduct.

It is important to note that disciplinary consequences imposed under this Code of Conduct are unrelated to court disposition or resolution of matters subject to court proceedings. Regardless of the outcome of any court matter, a participant will be subject to punishment under the Code of Conduct if the responsible school official determines that a scholar has engaged in conduct that violates this Code of Conduct.

14. Other school infractions: Extra-curricular participants are expected to maintain behaviors in curricular/extra-curricular settings that support a positive, safe environment free of disruption. The TLA Family Handbook guidelines define prohibited behaviors for minor and major offenses. Consequences applied in the school setting include consequences in extra-curricular activities.

VI. Response for Violation of Extra-Curricular Code of Conduct

- A. Reasonable Cause: Generally, when an Administrator has reason to believe that an extra-curricular participant has engaged in unacceptable conduct as described in this Code of Conduct, they shall notify the scholar of the violation and provide the scholar with the opportunity to present their account and explanation. The Administrator will investigate whether the Code of Conduct has been violated. The standard of proof required for disciplinary action will be reasonable cause. Administrators must have reasonable cause to believe a violation has occurred, and then an appropriate sanction or penalty will be imposed. Procedures for parent/guardian notification must also be followed.
- B. Restorative Practices: Restorative practices focus on righting a wrong committed and repairing harm done to self, others, and the community. The goal is to value relationships and focus on rebuilding those harmed. A restorative practices team may include but is not limited to, a participant, Administrator, Athletic Director, school counselor, coach/advisor, scholar representation, or community representative. Completing a restorative practice plan may result in a one-time reduction of the violation response as determined in the plan. However, it cannot be combined with the self-referral reduction.
- C. Suspension Categories: Consequences are served in both athletics and scholar organizations and may not be served concurrently. For example, if a scholar receives a three-day academic suspension on a Monday and there is a game on Tuesday, the game on Tuesday will not count toward the athletic suspension.
- D. Suspension means the scholar cannot dress or participate in a competition or activity. Generally, the participant must continue practicing with the team or program. Under no circumstances will any scholar suspended from school participate in activities during the suspension period. Athletic suspensions are based on a percentage of competitions in a season. Suspensions for all other extra-curricular clubs are applied to activities the club may sponsor or attend.
- E. Offense Levels and Responses:

| Offense Level | Response |
|-------------------|--|
| First Suspension | ¼ Season and Restorative Practices |
| Second Suspension | ½ Season and Restorative Practices |
| Third Suspension | One Calendar Year and Restorative Practices |
| Fourth Suspension | Dismissal or termination for the duration of the scholar's high school or middle school career |

- F. Practice: A scholar serving an out-of-school suspension may not be on the school grounds during the suspension. Therefore, the scholar may not participate in any practices or competitions on days or portions when the suspension is in effect until it is fully served. This may include Saturday competitions, i.e., suspended on Friday and Monday. Scholars may not practice on days when the suspension from school is in effect. However, the scholar is expected to practice at other times unless an Administrator puts another plan in place.
- G. Suspensions Served Immediately: The participant will be suspended immediately from the percentage of the scheduled competitions or activities in the participant's extra-curricular sport or club. If the sport or activity is out of season, the penalty will be carried over into the next season in which the scholar participates. A scholar with suspension penalties must begin and end their respective season for the suspension to be completed. If the scholar is not involved in any extra-curricular activities at the time of the violation, the penalty will apply to the next season of participation. Scholars are not eligible to begin an activity after the first practice/rehearsal to serve a suspension. In other words, a scholar may not go out for a sport after the first day of practice to serve the suspension. The suspension will also not be considered served if the scholar quits before the season is complete.
- H. Other Ineligibilities: Extra-curricular participants will not be eligible to receive awards for which they are nominated. Scholars with a Code of Conduct violation will be ineligible for the nomination of awards (team awards, all-conference awards, all-state awards for that season, and consideration for the Outstanding Senior Athlete and WIAA Scholar Athlete). Scholars will also be ineligible to participate in any way with any courts (homecoming, prom, etc.) for one calendar year from the date that the Code of Conduct violation has been determined.
- I. Returning after Quitting: TLA's philosophy is that if an extra-curricular participant quits their activity during the season, they will have up to one week to return unless any part of the one week occurs during the start of the WIAA tournament series. They will not be able to return once the tournament has started. The coach or advisor also can say no to returning if the reason for quitting was due to a discipline matter.
- J. Dismissal means that the scholar is no longer a part of the team or program. If dismissed, the participant's uniform and equipment will be collected, and their name will be removed from the team or program roster.
- K. Reinstatement into the program will be considered only after one calendar year of the date the Code of Conduct violation was received. After consultation, the Athletic Director and Principal must approve any reinstatement before the scholar returns. The conditions will be stated in writing.
- L. Restitution will be required in instances of theft, vandalism, and other situations as appropriate. Scholars who engage in theft or vandalism will be considered "not in good standing" and, therefore, ineligible to

participate until both restitution is paid and suspension is fulfilled. An Administrator may exercise discretion in establishing a pay schedule in extraordinary circumstances.

VII. Honesty Obligations

Extra-curricular participants must be truthful, forthcoming, and cooperative during the investigation. An Administrator can impose more significant consequences for deceptive or dishonest participation in school investigations. Representing a school that values responsibility, citizenship, and community pride is a privilege. These values must not be jeopardized.

VIII. Self-Referral for Alcohol, Tobacco, and Other Drug Abuse (ATODA)

A. If a scholar self-reports an ATODA violation to an Administrator before being questioned regarding the incident, the suspension will be reduced by half ($\frac{1}{4}$ to $\frac{1}{8}$). However, the scholar must voluntarily agree to participate in an ATODA intervention program. Scholars are expected to immediately speak to an Administrator or leave a detailed email/voicemail message outlining the date of the infraction, details of the incident, and the date/time of the telephone call.

B. This option is available to first-time ATODA offenders only and only if no other Code of Conduct violations of any kind have occurred. Subsequent violations will not be eligible for self-referrals. Scholars seeking help must fully comply and complete the following assessment and treatment interventions to receive a one-time penalty reduction for self-referring.

The process is as follows:

1. Work with a TLA Administrator: Meet immediately (within seven (7) days) with a designated TLA Scholar Support Services staff member to share referral information and sign releases. The staff member will coordinate with the assessment agency and treatment provider, conduct a follow-up meeting to include parents/guardians, and notify an Administrator that all requirements have been satisfied.
2. Complete ATODA Assessment: Schedule and complete an ATODA assessment by a licensed agency/professional. An ATODA assessment is an in-depth formal evaluation by a certified agency or individual outside the school. The assessment is anticipated to determine the degree of the problem and the appropriate recommendations necessary to treat the problem. All costs associated with the evaluation and subsequent treatment will be the responsibility of the scholar's parents/guardians.
3. Follow Treatment Recommendations: Complete the treatment recommendations made during the ATODA assessment and provide written notice of compliance with recommendations to the coordinating TLA Scholar Support Services staff member. Scholars who agree to comply with assessment recommendations will regain eligibility for participation after the minimum ineligibility period related to the violation has been served. To maintain eligibility, scholars must continue to follow treatment recommendations. If

scholars fail to participate in or complete recommended activities, they will become ineligible for the maximum ineligibility period or until they demonstrate that they are actively following the recommendations. All costs associated with the assessment and subsequent treatment will be the responsibility of the scholar's parent/guardian.

4. **Attempt to Restore Relationships:** For the scholars to return as fully contributing team or organization members, they must participate in a vital process to repair the damage done to the relationships. Options, which should respect all involved, could include scholars accepting responsibility for violating the Code of Conduct and negatively impacting the team or activity. Scholars address the coaching/advising staff and the team/organization. Scholars re-sign the Code of Conduct in front of the coach/teammates or advisor/activity participants. Scholars perform community service arranged by the scholars and approved by the coach or advisor.

IX. Appeals Procedures

Once a scholar has been involved in a violation, they can expect the following procedures to be followed:

1. **Violation, Investigation, & Ruling of Ineligibility:** The Athletic Director will contact the scholar and explain the alleged violation to the scholar. The Athletic Director will investigate, weigh the available evidence, and then apply the consequences in this Code of Conduct. A letter will be sent to the scholar's parents/guardians indicating the action taken and recorded in the scholar's file. Specific details will include:
 - a) The type of violation or infraction;
 - b) The date of a breach or infraction;
 - c) The period of suspension and
 - d) Other pertinent information.
2. **Ineligibility Appealed to the Athletic Director:** After a ruling of ineligibility resulting in suspension has been made, a scholar participant and their parents/guardians may formally appeal the decision in writing to the Athletic Director, provided the appeal is received within five (5) school days from the first day such ineligibility shall take effect. The Principal or designee will provide written results to the scholar and parents/guardians.
3. All suspensions remain in effect during the appeal process.

X. Scholar Responsibilities

A. Equipment Care

1. The scholar is responsible for the proper care and safekeeping of the equipment issued to him/her. Lost or damaged items will be charged to the scholar's Skyward account. Failure to pay will impact the ability to participate in future extra-curricular activities. Fees should be paid to the school office.

B. Travel and Conduct on Trips

1. Team/activity members shall use the mode of transportation provided by the school to reach the site of the competition, performance, or practice. Team/activity members shall also return to school via the same mode of transportation unless traveling with their parent/guardian. This parent/guardian must provide signed permission to the advisor/coach.
2. School transportation shall leave at pre-designated times.
3. All scholars shall conduct themselves in such a way as to reflect positively on themselves, their families, and the school while representing the school.
4. Overnight trips to cities for multi-day tournaments, competitions, performances, or special activities must be approved by the CEO and parent/guardian must complete additional forms. The decision to house the participating athletic team or activity group shall be made solely by the Administration based on the schedule of events, costs, and conduct of the scholar group. Scholars shall return to TLA after being eliminated from the tournament, competition, or performance.
5. Coaches/advisors shall be responsible for scholars' behavior and the cleanliness of any rented transportation or room where food or beverages are consumed.

C. Injuries

1. All injuries should be reported to the supervisor or coach. The supervisor or coach will complete an accident form and report it to the school nurse.
2. If medical care is required, documentation from the medical professional releasing the participant to return to extra-curricular activities is necessary.
3. Concussion-related information:
 - a) Concussions affect people in four primary areas of function:
 - (1) Physical – This describes how they feel: headache, nausea, vomiting, dizziness, tiredness, and loss of consciousness.
 - (2) Thinking – Poor memory and concentration, responds to questions more slowly, and asks repetitive questions. Concussion can cause an altered state of awareness and thinking.
 - (3) Emotions – A concussion can make a person more irritable or sad and cause mood swings.
 - (4) Sleep – Concussions frequently cause trouble falling asleep and may wake athletes up overnight, making them more tired throughout the day.
 - b) Concussion procedures and information can be obtained from the school office, school nurse, coach, or Athletic Director. It is also available on Skyward under the athletic forms.

D. Good Sportsmanship

1. The ideals of sportsmanship apply equally to all activity disciplines. Regardless of their role in extra-curricular activities, individuals are expected to be aware of their influence on others' behavior and model good sportsmanship.

a) Why Sportsmanship Matters:

To scholars: Scholars who learn to appreciate the true meaning of sportsmanship can transfer that knowledge and experience to other facets of their lives, whether building and maintaining relationships, being productive and happy in the workplace, or respecting differences in one's community, state, and country.

To parents/guardians and spectators: When unchecked, unsportsmanlike behavior embarrasses individuals or schools or initiates a counter-response, which may escalate to more disrespectful and offensive responses in return. These types of scenarios in an emotion-filled environment can extend outside the venue and to other interactions or future competitions with adverse, even violent, results.

To communities: Visitors may only have impressions of a community when they travel to venues and competitions where activities occur. Extra-curricular participants display sportsmanship at school-based activities, which creates a positive perception of one's community and can impact family and employee decisions on where to live and enroll their children in school.

b) Tips on How to Display Sportsmanship

- (1) Always respect yourself and others.
- (2) Show respect for the supervisors and officials.
- (3) Model a willingness to accept and abide by their decisions.
- (4) Know, understand, and appreciate the competition's rules. Conform to the spirit and letter of the rules. Maintain self-control at all times. Do not let the desire to win overcome rational, safe behavior. Recognize and appreciate competitive skills regardless of team affiliation.

- c) Attendance at extra-curricular competitions comes with the expectation that everyone will exhibit good sportsmanship. Participants, including parents/guardians and adult community members, who cannot meet these expectations will be removed and required to meet with an Administrator for guidelines on returning to future extra-curricular competitions. Security or law enforcement may also be alerted.

E. Transportation Regulations

- 1. When an activity group has been transported by school bus or school van, each scholar must return in the exact vehicle. The only exception is when an approved written request by the parent/guardian is given to the coach/advisor before or at the competition (a sign-out sheet is also recommended).
- 2. Athletes may only travel in private cars to or from school-sponsored functions (conventions, games, meetings, etc.) in which they participate as school representatives if they have the express approval of an Administrator (Principal, Athletic Director, or Advisor).
- 3. An athlete may only ride with their parents/guardians even though they may have permission from their parents/guardians to the contrary. Under no circumstances may a scholar be allowed to return with someone other than their parent/guardian.

F. Participating in Multiple extra-curricular Activities

- 1. This section is included to serve as a visible guideline for scholars, sponsors, advisors/coaches, and Administrators so that scholars are not put in a position where there is a conflict of choice when multiple competitions coincide throughout the year.
 - a) No punishment or penalty should be directed to a scholar for missing an activity due to a conflict with another school activity, especially if the decision is being made for them.
 - b) All potential sponsors must be aware of potential conflicts and, when possible, make necessary arrangements well in advance or adjust the schedule to accommodate the scholar's participation.
 - c) The calendar will be created to avoid as many conflicts as possible.
- 2. Athletes can participate in one sport per season. Splitting athletes between teams is unfair to the teams and coaches involved.

XI. Varsity Award Requirements for All Sports

To be eligible for a varsity award, a scholar-athlete must meet the following general requirements:

- 1. The scholar-athlete must be in good athletic standing, academically eligible, and complete the season.
- 2. The scholar-athlete must participate at the varsity level in their respective sport for at least 50% of the scheduled competitions.

3. Injured players may receive an award if the head coach determines they participated enough if they had not been injured and also served the team in some capacity while injured.
4. The scholar-athlete must attend all practices, games, meets, matches, or competitions unless excused by the coach or doctor.
5. The scholar-athlete must have good character, be a teammate, and be a team player.
6. The scholar-athlete must adhere to all team rules and regulations set forth by the coach.
7. The scholar-athlete must be positive and contribute to the team's success.
8. The scholar-athlete must be a regular member of the varsity team. Suppose a consistent varsity team member still needs to meet the sport-specific guidelines listed. In that case, they may be awarded a varsity letter if the head coach determines (with the consent of the Athletic Director) that they were an integral team member, demonstrating TLA values of respect, cooperation, responsibility, courage, gratitude, honesty, and perseverance.
9. A manager/statistician may receive a letter after three (3) years of satisfactory service.
10. A senior player who has participated in the program for three (3) years has shown dedication to the program and has contributed to the program or the head coach's recommendation.

XII. Non-Discrimination Policy

TLA, by Title IX of the Educational Amendments of 1972 and other Federal and State regulations, at this moment, declares that it is committed to the principle of equal education and employment opportunity. It is the policy of TLA that it does not discriminate on the basis of race, color, national origin, ethnic origin, gender identity or expression, ancestry, creed, sexual orientation, or physical, mental, emotional, or learning disability. Any inquiries or complaints alleging Noncompliance with Title IX of the Educational Amendments of 1972 or other Federal and State civil rights or non-discrimination regulations shall be referred to the Title IX Coordinator, the Director of Scholar Services.

Detach and Return to Athletic Director or Extra-Curricular Advisor

PARENT/SCHOLAR CODE OF CONDUCT
SIGN-OFF FORM
2025-2026

I certify that I have read, understand, and agree to abide by all of the information contained in this packet. I further certify that if I have not understood any information contained in this document, I have sought and received an explanation of the information before signing this statement.

School Name: The Lincoln Academy

Scholar's Name (Please Print) Grade

Scholar's Signature Date

Parent/Guardian's Signature Date

This form must be completed and submitted to the Athletic Director/Advisor before a scholar is declared eligible to participate.