

## GUIDELINES FOR ACTIVITIES

Recognizing that student activities are a legitimate part of the school program and a concern of the instructional staff; that activities may have an educational value to students when kept in balance in the total educational program; that activities must be administered under control of the principal and the instructional staff in a manner consistent with the professional code of ethics; the following regulations have been established for student activity programs.

## Rules of the School

1. The principal, athletic director, or their designee is responsible for the general administration and business management of the activities in their school.
2. The principal, athletic director, or their designee shall be responsible for purchasing materials or services for the activities program.
3. Annual reports of the status, activities and financial status of the activities program shall be made to the District Administrator and/or Board of Education upon request.
4. Limits may be placed on the number of activities in which a student may participate as well as the time devoted to an activity.
5. Limits may be placed on distances, times, or preparation required for a group to participate in any activity, contest, tournament, festival, parade, or exhibition.
6. Criteria for approval of student activities shall include the following:
  - a. The activity is educationally sound, timely, and worthy.
  - b. The activity contributes directly to the educational, civic, social, or ethical development of the student involved.
  - c. The benefits of the activity are not obtainable within the regular school program.
  - d. The total length of time of the activity is not so great as to impair the curricular achievement of the students involved.
  - e. Student participation in the activity does not require special qualifications.
  - f. Programs should be held on non-school time as much as possible, i.e., after school hours, weekends, vacations.
  - g. The activity does not exploit the individual or the school for commercial purposes, nor does it promote or advertise a product or service.
  - h. Fundraising opportunities must exist for students to earn funds to substantially off-set the cost of the trip.
  - i. The activity does not require intensive coaching and preparation during classroom hours for a few students at the expense of many.

- j. The program does not place excessive time demands on teachers or administrators, nor does it require them to act as sole or final judges of their own students in a non-school-sponsored activity or contest.
- k. The sponsoring organization must be engaged in an acceptable enterprise and the contest or activity it sponsors must be under good management, show evidence of good planning, and must fall within their legitimate concern.
- l. Programs must not be duplications of others already in operation.

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