**Kellis No Pass No Play Procedures**

Each Thursday, the athletic department will send email notifications identifying competitive sports or club members whose grades are in DANGER of FAILING (59% or below)

**\*\* The Athlete’s Teachers, Coach, Sponsor and Parent/Guardian will receive these notifications.\*\***

**Yellow Card Warning (59% or lower)**

1. The teacher will call the student’s parents/guardians to inform them of the warning and the actions the student can take to improve his/her grade.
2. The teacher will conference with the student to provide him with advice and resources for improvement.

**Red Card Ineligible (59% or lower)**

1. Students should receive a yellow card ONLY ONCE throughout a course. After the yellow card (warning) has been sent, the first time a student’s grade drops below a 60%, the athletic office will issue a RED CARD INELIGIBLE notification via email to the teacher, coach or sponsor and parents/guardians.
2. The teacher will call the student’s parents/guardians to inform them of the continued failure and the actions the student can take to improve his/her grade.
3. The teacher will conference with the student to provide him/ her with advice and resources for improvement.
4. The coach or sponsor will NOT permit the ineligible student to compete in the sport or to compete in band.

If Student Continues to Fail:

1. **Teachers have to re-issue RED cards weekly if student is still failing**.
2. The teacher must maintain communication with the student and his parents/guardians regarding grades, opportunities for remediation, etc.
3. Administration may remove athlete from competitive teams and clubs:
	* + - Students who are red-carded for three or more consecutive weeks
			- Students who are repeatedly red-carded throughout the season.

**Green Card Eligibility:** \*\* As soon as the student is passing\*\*

1. **THE TEACHER** will complete a green card and bring it to the athletic secretary immediately.
2. The teacher should contact the parents to inform them of the student’s improvements.
3. The coaches or sponsors will once again permit the student to participate.

If the Student begins to FAIL again, after having received a Green Card:

1. The athletic office will issue another Red Card Ineligible notification via email to the teacher, coach/sponsor and parents/guardians.
2. The teacher will again initiate communication with the student and his/her parents regarding grades, opportunities for remediation etc.

Other Information About No Pass / NO Play

1. The Teacher bears responsibility for updating students’ progress at least weekly.
2. The teacher should document communication with parents regarding yellow, red, and green cards. Communication can be logged on the cards themselves or teachers can utilize Synergy to track their communication with parent/guardian.
3. A student can have a yellow card (warning) only once per course. Then, if the course grade falls below 60%, only red cards will be issued.
4. After a teacher submits a green card, if the student returns to a failing overall grade, administration will issue a new red card.
5. The teacher must communicate with the student and the students’ parents/guardians, providing both with suggestions and resources for improvement.

