



**CIF/CENTRAL COAST SECTION**

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## **CCS RECRUITING POLICY**

**(Approved 2001)**

### **POLICIES AND PROCEDURES INVOLVING VIOLATIONS OF CIF 510**

#### **510. UNDUE INFLUENCE**

- A. The use of undue influence by any person or persons to secure or retain a student or to secure or retain one or both parents or guardians of a student as residents may cause the student to be ineligible for high school athletics for a period of one year and shall jeopardize the standing of the high school in the California Interscholastic Federation.

**NOTE:** Undue influence is any act, gesture or communication (including accepting material or financial inducement to attend a CIF member school for the purpose of engaging in CIF competition regardless of the source) which is performed personally, or through another, which may be objectively seen as an inducement, or part of a process of inducing a student, or his or her parent or guardian, by or on behalf of, a member school, to enroll in, transfer to, or remain in, a particular school for athletic purposes.

- B. A student shall become ineligible for CIF competition in their respective sport and shall be penalized according to Bylaw 400 for accepting material or financial inducement to attend a CIF member school for the purpose of engaging in CIF competition, regardless of the source.

As a general position the use of any influence on students and/or their families in making the determination of where a student attends school is a very serious issue. Families should be making these decisions without any influence related to athletic issues from anyone associated with the school. Persons who attempt to influence students related to athletic issues are putting the student in jeopardy of becoming ineligible and also jeopardizes the school athletic programs that they represent. All such charges and findings of the use of undue influence shall be dealt with as a very serious matter among the CCS member schools. As such the following policies and procedures shall be followed by all CCS member schools whenever they have information or evidence of a probable violation of CIF 510.

#### **1. SCHOOL THAT SUSPECTS A VIOLATION OF ANOTHER SCHOOL.**

If a school suspects a violation of CIF Bylaw 510, Undue Influence by another CCS member school, the principal of the school suspecting the violation shall send a letter clearly outlining the facts, circumstances and any relevant proof confirming the alleged violation to the principal of the suspect school. A copy of this letter will also be forwarded to the League Commissioner and the CCS Commissioner.

#### **2. RESPONSE OF ACCUSED SCHOOL**

The accused school has thirty days from the receipt of the letter to respond to the inquiring school in writing. The response shall be from school principal to school principal with copies also forwarded to the League Commissioner and the CCS Commissioner. The response will either confirm or deny the suspected violation and shall include relevant, specific facts, circumstances and proof as well a description of the steps of investigation that were taken to determine those facts. If the in-house investigation confirms a violation, the violating school will provide the following:

- a. A specific list of remedies they have taken in house to insure that no future violation will occur. This may include, but is not limited to:
  - Disciplinary action with any employees of the school who were involved;
  - A clear written outline of procedures that are followed to insure that everyone associated with the school is aware of and understands the prohibition of the use of undue influence-- parent meetings, coaches meetings, booster meetings, written policy or position statements, etc.; of the rule.
  - The development of a new handbook that clearly and aggressively addresses the issue and important of the prohibition against undue influence.
  - Internal policies the school may use to check its effectiveness in insuring there has been no involvement in undue influence-- e.g. check list for transferring student that may include a question regarding whether or not someone associated with the school has contacted the student prior to their enrollment regarding their athletic participation; the reason for their transfer, etc.
- b. A thorough and specific list of self-imposed sanctions or penalties that the offending school thinks are fair and appropriate based on the circumstances of the violation. This may include but not be limited to:
  - Probationary status for one or more sports teams involved--conditions range from self reporting requirements (regular reports of success of corrective action listed above to the appropriate body e.g. league or CCS) to simply being on notice if another violation occurs in the probationary time period (usually a minimum of one year) that serious additional sanctions will immediately be imposed.
  - Prohibition against participation in CCS playoffs in any sports involved in the violation for a period of time.
  - Removal from membership in the league for a period of time.
  - Removal from membership in the CIF/CCS for a period of time.
  - Forfeiture of contests
  - Decrease in Maximum # of contests for that sport in future competition (e.g. next year, remainder of season, next three years. Etc.)
  - Elimination of that sports program at that school site for a period of years.

What penalties or sanctions are appropriate should be determined by the offending school based on the specific circumstances. For example, a deliberate, known violation of a school employee directly, may cause more severe penalties than a violation occurring by someone loosely affiliated by the school who any reasonable person could believe would not have had knowledge that attempting to influence a student or their family to attend any school was a violation of a rule.

### 3. **FURTHER ACTIONS OF SCHOOL RAISING ALLEGATIONS**

The principal of the school initially alleging the violation will have five days from receipt of the written response to accept or reject the suspected school's response, including the corrective action taken and the self-imposed penalty. Principal's should do this in light of the following based on the specific

circumstances that have occurred:

- a. Assess whether they believe the corrective action described by the new school will be effective in insuring little chance of a reoccurrence of this type of violation.
- b. Assess whether they believe the self-imposed penalties/sanctions are appropriate to the circumstances of the violation. (use guidelines above in #2)

If the response is rejected, and both schools are from the same league, it will then be submitted to the League Commissioner for further consideration with a copy also being forwarded to the CCS Commissioner. If the schools involved are from different leagues it will be submitted to both League Commissioners and the CCS Commissioner for further consideration. The League and/or CCS Commissioner(s) will then either confirm or deny the suspected violation. If the violation is confirmed, it will then be taken to a hearing panel, either at the league level or the CCS level for discussion and decision(s) regarding the appropriate sanctions that will be applied to the offending school.

4. **LEAGUE DECISIONS ARE APPEALABLE**

Any decisions made at the league level are appealable to the CCS, which will convene a special hearing panel to hear such appeals. Any decisions made at the CCS level are appealable to the CCS Executive Committee at their next regularly scheduled meeting.

5. **AUTHORITY OF LEAGUE OR CCS COMMISSIONER**

At any time deemed appropriate by the CCS Commissioner, the CCS or League Commissioner has the authority to contact a school regarding a possible recruiting violation. One such appropriate time would be if a potential violation could be currently taking place. This action can supersede 1, 2 & 3 above. The CCS Commissioner may forward any findings to a league and request that a league hold a hearing or determine to hold a CCS hearing.

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