Huffman ISD Athletic Handbook 2023-2024

Service*__H__onesty*__A__ccountability*__P__reparation*__E__ducation

STUDENT-ATHLETE HANDBOOK

The establishment of a uniform athletic handbook reflects the district's concern for the safety, well-being, and conduct of its athletes participating in all athletics. Since extracurricular athletics are optional, those who choose to participate will be held to higher standards of behavior and performance in and out of school. This handbook is neither a contract nor a substitute for the official district policy manual. HISD policies and procedures can change at any time. Additionally, **athletes and parents are reminded that participation in interscholastic athletics is a privilege, not a right**. In addition to obeying rules set forth in the HISD *Student Code of Conduct*, all athletes in grades 7 through 12 participating in HISD athletics will be required to comply with the following guidelines and disciplinary regulations, as well as those set forth by the head coaches of every sport.

ATHLETIC CODE OF CONDUCT

Athletics is not a requirement for graduation and participation is strictly voluntary. Athletics, as a discipline, stresses work ethic, teamwork, sportsmanship, integrity and sacrifice. Should the actions of an athlete fail to exhibit these same characteristics, the privilege of participating in athletics may be revoked. All coaches will work within the guidelines of the athletic department to help every athlete succeed. However, when an athlete violates the guidelines, it is up to the appropriate coach to address the situation. Because participation in athletics is a privilege and not a right, Huffman ISD is authorized to set higher standards for athletic activities than it would for those who choose not to participate. Therefore, this *Athletic Code of Conduct* extends beyond the Huffman ISD *Student Code of Conduct* not only in types of behavior prohibited, but also in corresponding consequences and jurisdiction for imposing discipline.

NOTICE OF NONDISCRIMINATION

It is the policy of the HISD not to discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its programs and activities as required by Title VI of the Civil Rights Act of 1964, as amended, Title IX of the Education Amendments of 1972, Title II of the Americans with Disabilities Act of 1990, the Age Act of 1975, and Section 504 of the Rehabilitation Act of 1973, as amended. No provision of an extracurricular behavior standard shall have the effect of discriminating on the basis of the athlete's sex, race, disability, religion, or ethnicity.

STUDENT-ATHLETE EXPECTATIONS

As representatives of HISD, athletes in grades 7 through 12 who participate in extracurricular activities are expected to demonstrate exemplary behavior and dedication, whether at school or away. Nothing in the Extracurricular Code limits or otherwise restricts the authority of the coach or administrator to limit or restrict participation or assign consequences for offenses included and not included in this handbook.

An athlete in grades 7 through 12 participating in any HISD extracurricular activity shall comply with the following rules of conduct 24 hours a day, 7 days per week, and 52 weeks per year in addition to obeying the rules set forth in the HISD *Student Code of Conduct*, the particular extracurricular activity's constitution, handbook, rule book, and/or regulations, if any, or rules otherwise communicated to the athlete by the activity's coach. Athletes who participate in extracurricular activities shall always comply with the following rules, on or off campus, regardless of whether school is in session:

1. Demonstrate respect for all HISD employees and staff.
2. Participate in every practice, competition and event required by the coach, unless the coach has granted an excused absence.
3. Arrive promptly and properly attired to every practice, competition, etc., unless the coach has granted an excused absence.
4. Do not possess or use any tobacco or tobacco-related products, this includes e-cigarettes/vaping.
5. Demonstrate sportsmanlike behavior at all sporting events.
6. Demonstrate a positive attitude.
7. Be courteous and polite to others.
8. Respect possessions of others.
9. Display academic integrity.
10. Follow the district's policy for appropriate use of technology.

Dress and Grooming

Athletes who participate in any sport shall comply with the district's policy on athlete dress and grooming and the coach's specific requirements for the activity in-season.

Attendance

An athlete must be in attendance as a full-time student in Huffman ISD in order to participate in any sport, including tryouts.

Practice regulations

- Athletes are responsible for:
    - Informing his/her coach of any anticipated absence prior to any practice or games. Failure to do so may result in suspension from the team. Unexcused absences and/or failure to communicate with a coach about any absence may result in the loss of playing time at the next game.
    - Following all expectations given by the coach
    - Refraining from the use of profanity, vulgar or disrespectful language
    - Contributing their best at all times

Athletes engaged in extracurricular activities are expected to participate in all practices, competitions, and other events identified by the coach. Academically ineligible athletes can practice with other athletes but are not allowed to travel and participate in a competition.

Athletes' absences from extracurricular activities shall be excused only for those reasons set forth in the student handbook. Excessive unexcused absences may result in suspension or dismissal from the activity. Such decisions shall be made in consultation with the athletic director and campus administration.

Athletes with injuries will be allowed to attend any practice, competition, or other events relating to the activity and allowed to participate only to the extent authorized by written order of the athlete's physician. All documentation from a physician must be given to the athletic trainer and the coach.

Athletes will be excused from participation in any practice or competition if they are observing holy days, including days of travel to or from a site where the athlete will observe holy days. Excused days for travel shall be limited to not more than one day for travel to and one day for travel from the site where the athlete will observe the religious holy days. Athletes are responsible for notifying the coach of any need to be absent for religious reasons prior to the absence.

Athletes should make every effort to schedule health care appointments at times that will not interfere with school or activity participation. If a conflict is unavoidable, the athlete shall inform the coach prior to the appointment.

Travel

Athletes who have the opportunity to travel in connection with the Huffman ISD athletic event are representatives of the district and must exhibit exemplary behavior at all times. Athletes who dress or act inappropriately while traveling to or from a Huffman ISD activity may be suspended or removed from the event, depending upon the nature. All athletes who participate in school-sponsored trips are required to ride in transportation provided by the school to and from the event. An exception can be granted if a parent makes arrangements with the head coach for their student to ride with them prior to the event. Athletes are not allowed to drive themselves to out-of-district events.

DISCIPLINARY PROCEDURES

An athlete who is involved in **Serious Misconduct is subject to disciplinary consequences in accordance with the S*tudent Code of Conduct* and <u>may also receive consequences or experience loss of privileges in athlete organization(s)</u>.** Athletes who are removed from the home campus for disciplinary reasons are not eligible to represent their home campus during the period of removal. Athletes who are placed in In-School Suspension (ISS) may practice but may not participate in extracurricular activities until the completion of their ISS placement.

An athlete in grades 7 through 12 shall lose the privilege of participation in extracurricular activities during any period of suspension, placement in a Disciplinary Alternative Education Program, or Expulsion.

In order for an athlete to be considered in violation, one or more of the following must occur:

- Athlete admits to the violation
- Parent of the athlete admits to the violation
- A Huffman ISD staff member witnesses the athlete in violation
- A Huffman ISD administrator has reason to believe that an athlete has committed an offense
- A local agency report or violation is filed
- A local agency of the law makes a verbal report of a violation

<u>Theft (on campus)</u>
Taking things from other players, students, school, etc. will not be tolerated. The head coach and athletic director will handle individual consequences, in addition to school consequences received.

<u>Arrests</u>
Citations or arrests on and off campus may result in suspension or dismissal from the program. The head coach must be notified immediately upon any arrest or citation.

EXTRA-CURRICULAR DAEP PLACEMENT & RETURN POLICY

Student-athletes who are placed in an off campus alternative education arrangement (DAEP) will not be able to participate in practices or contests. Placement in an alternative education program may result in dismissal from the team and possible removal from the athletic program. If the student-athlete is granted an opportunity to return to play, they will have to complete a re-entry program first that is developed by the head coach of the sport and the athletic director.

If a student-athlete misses tryouts to join a sport because of a DAEP placement there will be no extension of tryouts.

HAZING

Hazing is defined as an act that subjects a student to potential harm and is affiliated with initiation into a student organization or team. Hazing may involve an act committed against a student or a situation in which a student is coerced into committing an act.
These acts run counter to the educational mission of athletics, regardless of the victim's willingness to participate. The list below provides examples of some types of hazing. This list is not meant to be comprehensive.

- Being yelled, cursed or sworn at;
- Being publicly harassed;
- Being expected to act as a personal servant to an older group member;
- Being coerced/forced to eat certain foods;
- Being thrown or forced to go into a pond, ocean, toilet or other body of water;
- Being pressured to be tattooed, pierced or shaven
- Being coerced/forced to participate in drinking contests to the point of intoxication;
- Being forced/coerced to participate in any physical or illicit activity that causes the victim to pass out;
- Being forced/coerced to destroy or vandalize property;
- Being forced/coerced to inflict pain on yourself or others

UIL ELIGIBILITY (High School)

The University Interscholastic League (UIL) is the governing body for public school interscholastic athletics in Texas. The following guidelines are from the University Interscholastic League Constitution and Contest Rule Manual.

First 6 Weeks

UIL participants are eligible to participate in contests during the first 6 weeks of the school year provided the following standards have been met:

- Students beginning grade 9 and below must have been promoted from the previous grade prior to the beginning of the current school year.
- Students beginning their second year of high school must have earned 5 credits which count toward state high school graduation requirements.
- Students beginning their third year of high school either must have earned a total of 10 credits which count toward state high school graduation credits or have earned a total of 5 credits which count toward state high school graduation requirements during the 12 months preceding the first day of the current school year.
- Students beginning their fourth year of high school either must have earned a total of 15 credits which count toward state high school graduation credits or have earned a total of 5 credits which count toward state high school graduation requirements during the 12 months preceding the first day of the current school year.

After First 6 Weeks

A student who receives, at the end of any grading period (after the first six weeks of the school year), a grade below 70 in any class (other than an identified class eligible for exemption) or a student with disabilities who fails to meet the standards in the Individual Education Plan (IEP) may not participate in extracurricular activities for 3 school weeks. An ineligible student may practice, however. The student regains eligibility after the 7 calendar day waiting period has ended following a grading period or the 3 school week evaluation period when the principal and teachers determine that he or she has earned a passing grade (70 or above) in all classes, other than those that are exempted.

Additional UIL rules and regulations may be found in the TEA-UIL Side by Side

PHYSICAL GUIDELINES

Each athlete must be cleared by the athletic trainer prior to participation at the high school level. Each athlete must be cleared by one of the coordinators prior to participation at the junior high level.

- All required forms must be completed in their entirety and returned to the athletic trainer before a student participates in any try-out, practice, athletic competition, travels, etc. with an athletic team for any purpose.

The required forms include:

High School

- UIL Pre-Participation Physical
- ECG Exam
- Steroid Acknowledgement Form
- UIL Cardiac Awareness Form
- Concussion Acknowledgement Form
- UIL Acknowledgement of Rules
- Athletic Student Handbook Signature Page
- Emergency Release/Travel Form

Middle School

- UIL Pre-Participation Physical
- ECG Exam
- UIL Cardiac Awareness Form
- Concussion Acknowledgement Form
- Athletic Student Handbook Signature Page
- Emergency Release/Travel Form

TRAINING ROOM GUIDELINES

1. Treatments are to be administered only to athletes from Hargrave High School or

Huffman Middle School that are injured during certain school sponsored activities.
2. Only athletes who are involved in a UIL activity will be treated.
3. Any athlete who is under the care of a physician must provide written documentation of treatment protocol, restrictions, and/or release for return to play.
4. Athletes who are members of a school sponsored activity who are injured in non-UIL activities will only receive first aid care until they are evaluated by a physician. The physician must provide, in writing, a treatment protocol for the athletic trainer to follow.

Non-Athletic Injuries

Non-athletic injuries will be seen in the athletic training room under the following guidelines:

1. Due to liability concerns, the athlete must first see a medical doctor prior to being treated by the athletic training staff.
2. The athlete must provide a prescription for treatment/rehabilitation from the medical doctor. The information must be specific as to what type of rehabilitation is to be done.
3. No injuries that are the result of a motor vehicle accident will be seen.

HEALTH AND WELFARE

Every athlete involved in extracurricular athletics must have a medical emergency information sheet on file with the coach. All athletes must obtain an annual physical, recorded on the UIL designated form, before practicing or participating in any sport.
All injuries should be reported immediately to the coach. Doctor's notes should also be made available to the coach.

HEAT AND HYDRATION GUIDELINES

Practice or competition in hot and humid environmental conditions poses special problems for student-athletes, heat stress and resulting heat illness is a primary concern in these conditions. Although deaths from heat illness are rare, constant surveillance and education are necessary to prevent heat-related problems. The following practices should be observed.

General Considerations for Risk Reductions

1. Encourage proper education regarding heat illnesses (for athletes, coaches, parents, medical staff, etc.) Education about risk factors should focus on hydration needs; acclimatization, work/rest ratio, signs and symptoms of exertion related heat illnesses, treatment, dietary supplements, nutritional issues, and fitness status.
2. Assure that onsite medical staff has authority to alter work/rest ratios, practice schedules, amount of equipment, and withdrawal of individuals from participation based on environment and/or athlete's medical condition.

MULTIPLE SPORT PARTICIPATION

Participation in multiple sports is ENCOURAGED as it creates cross-training and increases the ability for the athlete to be more coachable. In cases where a sport overlaps, an athlete must complete that season's sport before entering the next sport unless agreed on by both head coaches. **No coach shall discourage any athlete from participating in multiple sports.**

SEPARATION FROM TEAM (QUITTING)

There will be times when an athlete finds it necessary to quit playing a sport before, during, or after the season. The following steps should be taken in order to quit a sport:

- The athlete should meet with the coach. If needed, the coach should also have a face-to-face conversation with the athlete's parent regarding this decision.
- The student may need to be placed into a Physical Education class in order to complete the credit begun in athletics or stay in the athletic period until such time as a schedule change can occur, which could be the next semester.
- All equipment issued must be returned or paid for.
- It shall be the coach's decision whether to allow that student to return to the sport in the future.
- An athlete shall not join another sport until the end of the season of the sport he/she has quit. (Any extenuating circumstances will be considered by athletic director).

EQUIPMENT

Any district equipment issued to an athlete is the financial responsibility of the athlete and for the athlete's use while participating in a school-related activity. At no time is district equipment for personal use.

Athletes must care for district-issued equipment as if it were their own. Equipment must be stored in a proper location and shall be kept clean and maintained. Athletes who lose or damage district equipment due to negligence will be required to pay for the cost of replacement. All district equipment must be returned at the end of the season or school year, as directed by the coach.

Individually owned equipment is the sole responsibility of the athlete; HISD will not be responsible for any loss or damage that occurs to athlete-owned equipment.

ATHLETIC LETTERING POLICY

A letter award should require serious sacrifices on the part of the student athlete. The school letter should be symbols of not only school pride, but also for hard work and dedication in the classroom and on the playing field. If sacrifices were not made, then the athlete does not deserve it. Awarding a letter will not be taken lightly.

FOOTBALL:	5 or more Varsity Games.
VOLLEYBALL:	12 or more Varsity Matches.
CROSS COUNTRY:	3 or more Meets and run on Varsity at the District Meet.
TEAM TENNIS:	50% or more of the Matches and play in the playoffs.
BASKETBALL:	12 or more Varsity Games.
BASEBALL:	10 or more Varsity Games.
SOFTBALL:	10 or more Varsity Games.
TENNIS:	50% or more Matches and play in Varsity District Tournament.
GOLF:	3 or more Tournaments and play in Varsity District Tournament.
TRACK:	3 or more Meets and score a 1pt. at Varsity District Meet.
POWERLIFTING:	2 or more Meets and advance to Varsity Regional Meet.
SOCCER:	8 or more Varsity Games.
TRAINERS:	3 Consecutive Seasons or 2 Years at the Varsity Level.
MANAGERS:	3 Consecutive Seasons or 2 Years at the Varsity Level.

*** There are always particular circumstances that may have to be reviewed by the Head Coach and Athletic Director. Under certain circumstances a letter jacket may be awarded to an individual who was not able to meet the above criteria at the conclusion of their Senior season.**

SOCIAL MEDIA

Everything posted in social media is public information – any text or photo placed online is completely out of your control the moment it is placed online – even if security settings are listed as "private". Information (including pictures, videos, and comments) may be accessible even after removed. Once a photo or comment on a social networking site has been posted, that photo or comment becomes the property of the site and may be searchable even after being removed.

Similar to comments made in person, Huffman ISD will not tolerate disrespectful comments and behavior online, such as:

- Derogatory language or remarks that may harm other teammates, coaches, athletes, or representatives of other schools, including comments that may disrespect opponents.
- Incriminating photos or statements depicting violence; hazing; sexual harassment, full or partial nudity; inappropriate gestures; vandalism, stalking; underage drinking, selling, possessing, or using controlled substances; or any other inappropriate behaviors.
- Creating a serious danger to the safety of another person or making a credible threat of serious physical or emotional injury to another person.
- Indicating knowledge of an unreported school or team violation—regardless if the violation was unintentional or intentional.

Violations of the Student Code of Conduct will also be handled by campus administration in conjunction with the HISD athletic discipline process.

PARENT/COACH RELATIONSHIPS

Both parenting and coaching are very difficult vocations. By establishing an understanding between coaches and parents, both are better able to accept the actions of the other and provide a more positive experience for everyone. Parents have the right to know, and understand, the expectations placed on them and their children. Coaches have the right to know that if parents have a concern, they will discuss it with the coach at the appropriate time and place.

Communication parents should expect from their child's coach:

1) Coach's philosophy.
2) Expectations the coach has for your son or daughter, as well as other players on the team.
3) Locations and times of practices and contests.
4) Team requirements, i.e., fees, special equipment needed, school & team rules, off-season expectations.
5) Procedures that will be followed if your child becomes injured during participation.

Communication coaches expect from parents:

1) Concerns regarding their son or daughter expressed directly to the coach at the appropriate time and place.
2) Notification of any schedule conflicts well in advance.

It is very difficult to accept your child is not playing as much as you may hope. Coaches make decisions based on what they believe is in the best interests of all students participating. As you can see from the list above, certain things can and should be discussed with your child's coach. Other things, such as those listed next, must be left to the discretion of the coach.

Issues **NOT** appropriate for discussion with your child's coach:

1) How much playing time each athlete is getting.
2) Team strategy.
3) Play calling.
4) Any situation that deals with **other** student-athletes.

There are situations that may require a conference between the coach and parent. These are not discouraged, as it is important for each party to have a clear understanding of the other's position. When these conferences are necessary, the following procedure is suggested to help promote resolution to the issue.

If a parent has a concern to discuss with the coach, the following procedure should be followed:

1) Email the coach to set up an appointment.
2) If the coach cannot be reached, email the athletic director and ask him or her to set up a meeting with the coach for you.
3) Think about what you expect to accomplish as a result of the meeting.
4) Stick to discussing the facts, as you understand them.
5) Do not confront the coach before, during or after a practice or contest. These can be emotional times for both the parent and coach. Meetings of this nature do not promote resolution of the situation, but often escalate it. ***Wait 24 hours before contacting the coach.***

BEHAVIOR EXPECTATIONS FOR SPECTATORS

Remember that you are at the contest to support and yell for your team, and to enjoy the skill and competition-not to intimidate or ridicule the other team or its fans.

Remember that school athletics are a learning experience for students and that mistakes are sometimes made. Praise student-athletes in their attempt to improve themselves as students, as athletes, and as people, just as you would praise a student working in the classroom.

Learn the rules of the game, so that you may understand and appreciate why certain situations take place.

Show respect for all players, coaches, spectators, officials, and support groups.

Respect the integrity and judgement of game officials. Understand that they are doing their best to help promote the student-athlete and admire their willingness to participate in full view of the public.

Recognize and show appreciation for an outstanding play by either team.

Use only cheers that support and uplift the teams involved.

Be a positive role model at events through your own actions and by censuring those around you whose behavior is unbecoming.

Parents and spectators should be aware that the school can (and should) **remove** them from the premises and can prohibit them from attending future contests due to undesirable behaviors.

Game officials can ask that school administrators have unruly fans removed from a contest facility.

The school is responsible for the behavior of their spectators. The school district can be and will be punished for actions of patrons in violation of UIL standards and rules.

HUFFMAN INDEPENDENT SCHOOL DISTRICT

Receipt of Huffman ISD Athletic Handbook

Acknowledgement of Athlete

I acknowledge that a copy of the Huffman ISD Athletic Handbook has been issued to me.
I have read, understand, and shall abide by the information contained in the handbook.

Athlete's Name (please print): _____

Student ID#: _____

Sports: _____

Athlete's Signature: _____ Date: _____

Acknowledgement of Parent/Guardian

I understand and consent to the athlete responsibilities set forth in the HISD Athletic Handbook. I also understand and agree that my child shall be held accountable for the behavior expectations and consequences set forth in the HISD Athletic Handbook.
I understand that in addition to obeying rules set forth in the HISD *Student Code of Conduct*, all athletes participating in HISD athletics will be required to comply with the guidelines and disciplinary regulations contained in the HISD Athletic Handbook.
I understand that the HISD Athletic Handbook is not a substitute for the HISD *Student Code of Conduct* or the official HISD policy manual. I understand that the HISD policies and procedures can change at any time. Additionally, I have been advised that my child's participation in interscholastic athletics is a privilege, not a right. Since athletics are optional, I understand and agree that those who choose to participate will be held to higher standards of behavior and performance in and out of school.

Parent/Guardian's Name (*please print*): _____

Parent/Guardian's Signature: _____ Date: _____

Please fill out and return this form to your coach