

# BROWNSBORO ISD

## ATHLETIC DEPARTMENT

### POLICIES & PROCEDURES



MISSION STATEMENT & CORE VALUES	2
WELCOME, SPORTS OFFERED, REQUIREMENTS	3
ELIGIBILITY	4
TEAM & COACHES EXPECTATIONS	5
GRIEVANCE PROCEDURE	6
HANDBOOK VIOLATIONS	6
GENERAL GUIDELINES	6
PARENT CONCERNS	6
SELECT/CLUB SPORTS	7
ATTENDANCE,TARDY, ABSENCE	7
OFF-SEASON PROGRAM	8
CLOTHING	8
DRUG TEST PROGRAM	9
SOCIAL MEDIA POLICY	9
ISS	10
INJURIES	10
MEDICAL INSURANCE	11
DROPPING/QUITTING A SPORT	11
ATHLETIC PASSES	12
LETTER JACKETS AND QUALIFICATIONS TO LETTER	12

# *MISSION STATEMENT*

*“We will use athletics as a tool by demonstrating our core values of attitude, effort, joy, integrity, and respect, to achieve an elite, well-rounded, student-athlete that excels in the classroom, achieves on the playing field, and has a positive impact on our community. ”*

## ATTITUDE

*Positive attitude in all things we do.*

## EFFORT

*Great effort in preparation and competition.*

## JOY

*Find joy in the process of being great.*

## INTEGRITY

*Be honest, trustworthy, responsible, and ethical.*

## RESPECT

*Yourself, others, and the process of achievement.*

Hello Brownsboro Parents and Athletes,

The coaching staff at Brownsboro ISD is eager to work with the Brownsboro athletes and partner with the parents, school staff members, and community to ensure a successful year athletically, academically, socially, and emotionally.

This handbook is to let you know of the Athletic Program rules and expectations. Your signature is required on this handbook and is to be returned before your athlete can participate in Brownsboro Athletics.

## **SPORTS OFFERED**

### **High School (Grades 9-12)**

Football  
Volleyball  
Cross Country  
Soccer  
Basketball  
Powerlifting  
Golf  
Baseball  
Softball  
Track  
Tennis  
Swimming & Diving

### **Junior High (Grades 7-8)**

Football  
Volleyball  
Cross Country  
Basketball  
Track

Please note that if you participate in Cross Country, Golf, Tennis, or Powerlifting you are not required to be in the athletic period. Practices for these sports take place before or after school.

## **PARTICIPATION REQUIREMENTS**

Along with adhering to the Policies and Procedures of the Athletic Handbook, Student Code of Conduct, and School Board Policies of Brownsboro ISD all athletes must have the following documents on file with the Athletic Department:

- \*Signed Extracurricular Code of Conduct
- \*Signed Athletic Handbook
- \*Acknowledgement of UIL Rules
- \*UIL Concussion Acknowledgement
- \*UIL Sudden Cardiac Arrest Awareness Form
- \*UIL Steroid Agreement
- \*Physical & Medical History
- \*Acknowledgement of Drug Testing

## **PLAYER ELIGIBILITY**

Any student in grades 7-12 may participate in extracurricular activities only if the student has earned the cumulative number of credits in state approved courses. The standards from 7-12 grades are as follows:

- Beginning 7th grade year - must have been promoted from 6th to 7th grade.
- Beginning 8th grade year - must have been promoted from 7th to 8th grade.
- Beginning 9th grade year - must have been promoted from 8th to 9th grade.
- Beginning 10th grade year - must have earned at least 6 credits towards graduation.
- Beginning 11th grade year - must have earned at least 12 credits towards graduation.
- Beginning 12th grade year - must have earned at least 18 credits towards graduation.

## **CONTINUED ELIGIBILITY**

- All students in grades 7-12 will maintain eligibility throughout the school year by adhering to the No Pass- No Play legislation set forth by the UIL.
- Brownsboro ISD uses a 9 week reporting cycle. According to the UIL we must check eligibility at 6 weeks and again at 9 weeks in the first grade reporting cycle of the year.

In order to be eligible to participate in an extracurricular activity event for a six-week period following the initial six weeks period of school year, a student must not have a recorded grade average lower than a 70 on a scale of 0-100 in any course for the preceding six-week period.

## TEAM AND COACHES EXPECTATIONS

This is public school athletics, not college or professional. It is also a lot different from youth or community leagues. Here are some things you may expect:

- Players will be treated fairly.
- Coaches will be positive role models.
- Coaches will have a desire and enthusiasm to work with young people.
- Coaches will provide a high level of instruction.
- Coaches and the school will emphasize academics over athletics.
- Coaches will emphasize teamwork, responsibility, work ethic, accountability, discipline, and being coachable.
- The environment will be safe.

The coaching staff will have a total authority and responsibility over the following:

- The team's style of play.
- Who starts and what position the athletes play.
- Team rules.
- Schedule of practices and games.

### Junior High

The purpose of Junior High athletics is to do the following:

- Introduce the athlete to the fundamentals and skills of the sport.
- Introduce the expectation to win but focusing on individual and team improvement and progression.

### Junior Varsity

The purpose of JV athletics is to do the following:

- Further develop the skills of competition.
- Increase the intensity of the athlete.
- Prepare for varsity competition.
- Place more emphasis on winning.
- Provide opportunities for playing time as game conditions merit.

### Varsity

The purpose of Varsity athletics is to do the following:

- Develop skills and conditioning of the athlete.
- Allow talented athletes the opportunity to excel to the next level.
- Provide opportunities to learn to set goals, strive to achieve them, and serve as role models for younger athletes.
- The focus of the program is to win.

Regardless of the level, each year every player must demonstrate the skills needed to be a member of the team. No player is guaranteed a position in the present year simply because he/she was on the team the previous year.

## **GRIEVANCE PROCEDURE**

The Brownsboro Independent School District does not discriminate against any person because of race, creed, national origin, age, sex, economic status, or handicapping condition in employment, promotion, or educational programming. Student-athletes and parents are expected to follow the chain of command and first confer with the coach in question, then if necessary the Head Coach of the sport, then the Athletic Director or Girls Coordinator, the High School Principal, and finally the Superintendent of Schools when a concern exists. All academic concerns should be initiated with the teacher and the campus principal. Concerns addressing both athletic and academic matters should be addressed to the campus Principal, Athletic Director, or Girls Coordinator.

## **HANDBOOK VIOLATIONS**

All athletic handbook violations will have consequences. By signing the acknowledgement form, you are agreeing to the terms and conditions set forth by the Brownsboro Athletic Program.

## **GENERAL GUIDELINES**

Athletes who behave in a manner which reflects poorly on the athletic program will subject themselves to disciplinary action. Disciplinary action which may be taken, but is not limited to the following areas: extra physical training as assigned by the coach, missing one or more future contests, suspension from athletics for a period of time specified by the coach, expulsion from the program, or combinations of actions listed above. Athletes are expected to set the example for the rest of the student body. The athletic department will strive to be as fair and equitable as possible in the administration of disciplinary action. However, each athlete's case will be evaluated on an individual basis. The department will take such action as it feels is in the best interest of the athlete and the program.

The responsibilities of an athlete include, but are not limited to, the following:

- The athlete will strive for excellence in all activities at all times while being a member of the Brownsboro Athletic Program.
- The athlete will faithfully abide by all rules set forth in the athletic handbook, as well as, rules established by the coach of the sport in which he/she is participating.
- The athlete will abide by the practice schedules and complete workouts each day.
- The athlete will personally notify his/her coach when unable to attend practice and will miss practices only under extreme circumstances.
- The athlete will abide by the coaches directions, instructions, and decisions.
- Most importantly, the athlete will represent Brownsboro ISD to the best of his/her ability.

## **PARENT CONCERNS**

If a parent has a “coaching concern” these are the steps to follow:

Step 1: After 24 hours of the event, in which the “concern” happened, schedule a meeting with the coach during a time in which it is convenient.

If the concern is not addressed or the parent is not happy with the outcome, the next three steps may be taken in sequential order until the outcome is satisfactory.

Step 2: Meet with the head coach of the team.

Step 3: Meet with the Athletic Director or Girls Coordinator.

Step 4: Normal chain of command principal and superintendent.

A parent, relative, or other spectators:

1. Shall refrain from coaching or giving playing advice to their child during practice or games.
2. Never interfere with coaches while they are coaching.
3. Remain off the playing and practice areas unless the head coach has granted permission.

Parents and family are always welcome to all athletic events. We strongly encourage this.

## **SELECT/CLUB SPORTS**

In the case of a non-school related athletic event conflicting with a school related athletic event, priority shall be given to the school athletic event. Consequences for violating this rule will be at the discretion of the Head Coach of the in-season sport and/or the Athletic Director/Girls Coordinator and may include suspension from future athletic contests.

## **CLASSROOM BEHAVIOR**

Athletes must maintain a satisfactory citizenship and behavior record by giving respectful attention to classroom activities and by treating teachers, administrators, and fellow students with respect. Tardiness, horseplay, fighting, disrespect, etc. are not acceptable and may result in punishment from the coach of the in season sport, the Athletic Director, or Girls Coordinator up to and including suspension from athletic competition.

## **ATTENDANCE/ABSENCES/TARDINESS**

School attendance for participation in extracurricular activities:

Absence from school for the purpose of participation in co-curricular or extracurricular events/activities will not count as an absence for the purpose of extracurricular participation.

Athletes are expected to be at all practices and all competitions on time and remain for the duration of the practice or competition. It is the athletes responsibility to notify the coach if he/she must miss a practice or competition. By becoming a member of the Brownsboro Athletic Program, you are making a commitment to the program. An unexcused absence from a game or practice could result in suspension of the next scheduled game. Discipline measures such as reduced playing time will be determined by the Head Coach, the Athletic Director, or Girls Coordinator.



An excused absence is that of an illness, emergency, etc. In such cases, the athlete may be required to present the coach a written note from the parent/guardian, immediately following the absence. The consecutive absences may necessitate a doctor's written excuse.

As with any other activity, please be aware that excessive tardiness or absences result in a loss of practice/instructional time. This loss could subject the athlete to loss of playing time or even dismissal from the team. Make-up conditioning will be required for any tardy or absence at the discretion of the Head Coach of the sport and approved by the Athletic Director or Girls Coordinator.

### **OFF-SEASON PROGRAM**

The purpose of the off-season program is to improve the athletic program by enhancing the athlete's abilities. The off-season will focus on drills and activities to improve speed, strength, flexibility, and agility to be utilized in all sports.

UIL rules state no coach shall be permitted to lead after school practice outside its UIL start and finish dates. On certain occasions athletes will be given the option to practice a sport during the off-season periods. All athletes are permitted access to all athletic equipment and facilities after school or during a non-school hour upon the request of the Head Coach, Athletic Director, or Girls Coordinator.

It is mandatory for all athletes to participate in the off-season program at least one semester prior to the sport. In some cases a student athlete may be placed on a trial period in which upon completion admission into the athletic program may be obtained. Each student athlete will be handled on a case-by-case basis..

All absent and tardy rules apply to the off-season program and are to be followed at all times. If an athlete is ill but at school they must still report to the athletic period. If the athlete is unable to workout they may still be required to actively participate mentally by observation. Each time an athlete is absent from the off-season class period it will be documented within the athletic department.

### **CLOTHING**

Every athlete will be required to wear the proper school issued athletic clothing. Consequences for not being dressed out in proper attire will be determined by the Head Coach, Athletic Director, or Girls Coordinator.

## **RANDOM DRUG TESTING PROGRAM**

1. Brownsboro ISD requires drug testing of any student in grades 7-12 who choose to participate in a school sponsored UIL extracurricular program. A student participating in an athletic program shall be randomly tested throughout the year.
2. The purpose of the drug testing program is to:
  - Prevent injury, illness, and harm resulting from the use of illegal and performance-enhancing drugs or alcohol.
  - Help enforce a drug-free educational environment.
  - Deter student use of illegal and performance-enhancing drugs or alcohol.
  - Educate students regarding the harm caused by the use of illegal and performance-enhancing drugs or alcohol.
  - Offer student athletes a credible means to resist peer pressure as it relates to the use of legal and illegal drugs, alcohol, and performance-enhancing substances.
3. The results of any drug test shall be used only to determine eligibility for participation in extracurricular school-sponsored athletics programs. The district shall take no action against a student except as provided in the FNF local policy, and no academic penalty shall be incurred by a student as a result of participation in this program.
4. Any attempt to substitute or adulterate to the specimen by the selected student shall result in a positive test result and be considered refusing to test.
5. A student who refuses to be tested when selected or who is determined to have tampered with a sample shall be subject to the appropriate consequences, as outlined in the FNF Local Board Policies.

## **SOCIAL MEDIA POLICY**

All student athletes will refrain from posting, submitting, sending or publishing inappropriate, slanderous, derogatory, sexually suggestive, sexually explicit, or any form of negative comments, photos, text, etc. to any electronic, public, or private entity which includes, but not limited to: Facebook, Twitter, Snapchat, YouTube, Instagram, personal email accounts, personal web pages, personal or private chat rooms, personal text/cell phone accounts, etc.

Sending any form of inappropriate (as determined by BISD) photos, comments etc. will not be tolerated regardless of who the intended recipient may be. Once sent, consequences designated by the Head Coach, Athletic Director, Girls Coordinator in conjunction with district administration will occur up to and including removal from the Athletic Program.

## **ISS PLACEMENT**

Any extracurricular participant assigned to ISS will be allowed to practice, but not be allowed to participate in any extracurricular activity while assigned to ISS. If the ISS assignment extends beyond the weekend, students will be suspended from participation on the weekend. If students are scheduled to attend a school sponsored trip, those students will not be able to attend. If a student is assigned to ISS on the day off the extracurricular activity he/she will not be allowed to participate in that activity. Any extracurricular participant suspended from school or assigned to the AEP will be ineligible to practice, attend, or participate in any extracurricular activity during the term of the suspension.

## **INJURIES**

Any student athlete that is injured and cannot practice will be under the direction of the Athletic Trainer. In the event that you are injured, remember the following steps:

1. Tell the coach you are injured before leaving the field/court to see the trainer.
2. Report all injuries to the trainer and follow instructions completely.
3. All treatment is to take place at the time the trainer designates.
4. Receive treatment at the frequency designated by the trainer.
5. No one is expected to miss practice without the trainer's permission. Failure to attend practices, competitions, and meetings could result in dismissal from the team.
6. All meetings must be attended.
7. No matter how small the injury, get treatment when needed.
8. Do not come into the training room to cut off tape after practice; cut off tape in the dressing room where tape cutters are provided.
9. Wear all pads for your sport.
10. Wear only issued equipment.
11. During the early season, hot practices, anyone who becomes sick, nauseated, dizzy, and/or very hot should notify the coach and the trainer immediately.

## **MEDICAL INSURANCE**

Brownsboro ISD has purchased a limited benefit insurance policy that covers all student athletes while participating in UIL activities. The insurance coverage is “Secondary” or “Excess”, which is designed to pay those expenses not paid or payable by any other insurance. This means that you will be required to file first with your personal insurance and then after benefits are paid the school insurance company will pay on the remaining balance.

The following is important information concerning the athletic UIL coverage:

1. This policy covers your child only during (in-season or off-season), competition, and travel to and from UIL sanctioned activities.
2. This policy is a zero deductible. It is a limited benefit plan. It is coordinated with any personal coverage that you may have. Your personal insurance is the primary carrier and school insurance is the secondary carrier. In most cases it will cover 100% of the bills if the student has a primary policy in place.
3. Any bills not paid by your personal carrier or the school insurance will be the responsibility of the parents/guardians. Parents/guardians will hand all bills and claims. The school district is not responsible for handling/payment of medical bills.
4. Parents/guardians must give personal insurance information to the athletic trainer, team or family doctors, and all other health care providers in regards to your child’s athletic injury.
5. Parents/guardians must notify the athletic trainer prior to doctor visits or insurance benefits may be forfeited.

## **DROPPING/QUITTING A SPORT**

There will be times when an athlete finds it necessary to quit playing a sport before, during, or after the season has begun. An athlete may not quit one sport to play another sport. The following procedures should be followed in order to drop/quit a sport:

- 24 Hour “Cool Off Period” after a participant quits a sport. If he/she contacts the coach during this time period, he/she may be reinstated to the team.
- Examine the situation before a situation is made.
- Talk to the coach to see if a solution can be reached. A parent conference may be required.
- If the decision to quit is made, the athlete must check out of the sport through the Head Coach of the sport. The parent may be present and/or will be notified of this decision, and a record will be filed with the Athletic Office. All clothing/equipment issued to the athlete must be returned in the same shape, as it was when it was issued to the athlete. Payment for any lost or damaged clothing and equipment will be required.
- An athlete that decides to quit one sport to join another must wait until the first sport has completed its season before he/she will be allowed to join the new sport. The athlete will remain in the athletic period and continue in the off-season program. The Head Coach, Athletic Director, or Girls Coordinator hold the right to sign off on an athlete to join a new sport.

Coaches, the Athletic Director, and Girls Coordinator reserve the right to prohibit any athlete from joining a team or sport if that athlete has routinely failed to complete seasons in other sports that they have started. Coaches, the Athletic Director, and Girls Coordinator also reserve the right to prohibit any athlete from joining a team or sport if the athlete has quit that sport in past seasons. Failure to participate in the mandatory off-season program may also constitute dismissal from the athletic program.

## **ATHLETIC PASSES**

Brownsboro ISD Athletics will issue Athletic Passes to all student athletes that participate in a sport for BISD. The following stipulations shall apply to the passes:

- Only the player whose name appears on the pass may use it. Free admission is allowed only when the pass is presented. Without the pass, the athlete must pay the standard student admission charge at the gate.
- Identification may be required.
- Use of pass may be revoked if an unauthorized person uses the pass or the holder of the pass displays unsportsmanlike conduct at any contest.
- Passes will be issued to admit athletes to Brownsboro ISD athletic events only.

## **LETTER JACKETS**

Brownsboro ISD is proud of the accomplishments of its student athletes. Each athlete who meets the qualifications for their sport will receive a letter jacket from the school. Please note that the school will only pay for the jacket, B letter and patch for the sport they lettered in. The parents/guardians will be responsible to pay for the remaining balance of any other items and or monogramming placed on the jacket to the supplier.

## **QUALIFICATIONS TO LETTER**

Each coach will keep records of student participation in each sport. Such records will be used as a basis for determining which athletes satisfy the following qualifications.

Football: Must play and contribute to the varsity team or be a senior and finishes the season in good standing.

Basketball: Must have dressed out for half the varsity games in a season, or 80% of district and postseason play or any senior that finishes the season in good standing.

Baseball: Play/dress out in 40% of the varsity baseball games or any senior that finishes the season in good standing.

Volleyball: Must play in at least three Varsity volleyball matches or be a senior on the team and finish the season in good standing.

Softball: Play/dress out in 40% of the varsity baseball games or any senior that finishes the

season in good standing.

Cross Country: Must run in a varsity race during the regular season.

Tennis: Play in the Varsity District Meet or be a senior and finish the season in good standing.

Golf: must help the team score in a varsity tournament or be a senior on the team and finish the season in good standing.

Powerlifting: Qualify for Regionals or be a senior that competes on the team and finish the season in good standing.

Track: Anyone who scores a point in a Varsity meet will letter or any senior that finishes the season in good standing.

Soccer: Must play in a varsity game 50% of the season or be a senior that finishes the season in good standing.

Sports Medicine: Be in the program for 2 years and be in good standing.

Note: Any student who has qualified for a letter but has been dismissed from the team for disciplinary reasons or if an athlete quits will not receive a letter jacket.

# **BROWNSBORO ISD**

## **Parent/Student Athlete Policies and Procedures**

I/We have read the Brownsboro ISD Parent/Student Policies and Procedures and understand the policies, rules, and regulations as well as the consequences for failure to comply with those policies that govern the program.

---

Parent Signature

---

Date

---

Printed Parent Name

---

Student Signature

---

Date

---

Printed Student Name