

PLAINS I.S.D.

2006-2007

James Haynes: Superintendent

Thomas Harvey: Athletic Director

ATHLETIC  
DEPARTMENT  
HANDBOOK

# PLAINS COWBOYS and COWGIRLS

## Objectives of Athletics

1. The primary objective of our program is to develop a sense of responsibility and accountability in all of our athletes. It is our desire to teach our students through competitive athletics, how to determine the course of their own lives. We believe that through our program our students can grow into mature, responsible, and healthy citizens that make positive contributions to our society.
2. We want student athletes to learn how to be part of a team and the value of **TEAMWORK**. As individuals we are limited, but as a team we can do great things.
3. We want to ensure that each one of our athletes has an opportunity to be successful. We realize that not every athlete will have the same level of talent, but every athlete can be praised for his/her work and effort. Every athlete can feel good about himself/herself and his/her role on the team.
4. Plains ISD coaches will work hard to ensure that our athletes enjoy participating. When it's time to work we will work hard to be the best athlete and player no matter what the sport, but there will also be time for our athletes to have fun.
5. Our program's success will not be measured in **WINS** and **LOSSES**, but more importantly by our **EFFORT** and **ATTITUDE**.

## PLAINS ATHLETICS CREED:

3-D's

**DISCIPLINE-** To win without regret and lose without excuse.

**DETERMINATION-** To give maximum effort in practice and games.

**DESIRE-** To be a champion on and off the playing field.

# PLAINS ISD ATHLETIC DEPARTMENT POLICIES AND GUIDELINES

## ACADEMICS

Athletes are to act better in class than non-athletes. If an athlete gets into trouble at school he/she will also be punished during athletic period. (I.e. tardies, disruptive behavior in class, etc.) An athlete's primary reason for being in school is to get an education. Athletes are expected to be organized, write assignments down, and not put off assignments until the last minute. If an athlete is having trouble in school he/she needs to ask a coach for help. Our coaches are all excellent teachers and will help athletes with their work.

If a student misses practice due to a detention after school, then he/she will be required to do a make-up workout and receive one of the following punishments: 1 Greenbay or 20 hills. The coach may give the option of the three choices or choose according to his/her own discretion.

## ELIGIBILITY

An athlete must maintain a 70 average in all classes to be eligible for extracurricular activities. In addition, the athlete must have the correct number of credits at the beginning of the school year.

## ATTITUDE – WORK HABITS

An athlete's attitude toward the sport will, many times, determine how successful an athlete will be at that sport. If an athlete works hard, attends practice, and listens when a coach corrects his/her mistakes, then the athlete will enjoy the sport more and have greater success. No griping or complaining will be tolerated. **Only positive comments are to be yelled in practice or games by players.**

## TEAM CONCEPT

In the Plains Athletic Program we encourage all athletes to play all sports. It is important for a school the size that we are, to have everyone's participation and not specialize in one or two sports. In whatever sport our students decide to participate, we want them to be successful and never be ridiculed by other athletes or coaches. We always give our all for the team either on or off the playing field and never show negative emotion.

Players should always cheer for other Plains teams and always stay for the entire match, meet, or game. Players should not leave before an event is over even if he/she is done participating. If an athlete is injured he/she should attend the game or meet. If a player is hurt in one sport and is unable to play the coach will determine if that player can participate in a second sport that is also taking place at the same time. As a Plains Athlete it is important to be a good fan as well as a good player. The TEAM always comes first and all decisions are to be made for the good of the TEAM.

## COACHES

Every coach at Plains is a professional and should be treated as such. They are to be treated with respect. Athletes should address coaches and other adults as ma'am or sir. When a coach is speaking an athlete should give him/her their full attention and look him/her in the eye. Players in return will be treated by coaches with respect. If a player is disrespectful to a coach, teacher or administrator, or is in violation of athletic policies, he/she will be disciplined. This discipline may be extra physical work and/or corporal punishment. Corporal punishment will never be used in anger and only when there is a witness. If the behavior persists on the part of the student athlete, he/she may be removed from the program.

It is important for athletes to take criticism from their coaches. The coach is only trying to make him/her better. Different coaches have different personalities, so each one may offer criticism in a different manner, but the intent of the criticism is the same: to make the athlete a better player. Be a coachable player.

## CHAIN OF COMMAND

If a player or parent has a problem or conflict with a coach, there is a proper chain of command to follow. **First, talk to the coach with whom you have the conflict or problem.** Be respectful, honest, and direct, and you will receive the same treatment in return.

If a player or parent is not satisfied or the problem is not resolved, then go to step two. Talk with the athletic director. Again, be honest and respectful and you will receive the same treatment in return. If the parent or player is still not satisfied, then the problem should be addressed with the Superintendent.

*The Plains Athletic Program is designed as follows:*

*Jr. High sports....all players will participate in the contests.*

*Varsity athletics.. We are playing to win, no playing time is guaranteed. There is no appeal of this rule to the coach, athletic director, principal or superintendent.*

*(See Playing Time, pg. 10)*

# *ATHLETIC CONDITIONING PERIOD*

The athletic conditioning period that is offered in junior high as well as high school has been designed to make better athletes. The period is set up with all our sports in mind. (Football, basketball, baseball, volleyball, track, golf, tennis, cross country, and power lifting) Hours of preparation have gone into the planning of this period to help shape young men and women into successful athletes. Emphasis will be placed on strength, agility, conditioning, and all of the basic skills. If a boy/girl wants to participate in athletics he/she must be in athletic conditioning period during the school day. Before the athlete is allowed to participate in the upcoming season for football, basketball, baseball, track, or volleyball he/she must go through athletic conditioning period the **previous year**. Extenuating circumstances will be considered at the discretion of the Athletic Director.

If a student wants into athletic conditioning period he/she needs to ask the athletic director for permission for admittance. The athletic director has the authority to dismiss or admit any student for athletic conditioning period.

It is also fine for an athlete to play football, basketball, baseball, volleyball, or track and still play another sport or sports. The only stipulation is that the athlete will go through athletic conditioning period before going to cross-country, powerlifting, tennis, and/or golf unless otherwise notified by the athletic director. (I.e. tennis or golf meet game days)

The athletic conditioning period will run according to UIL rules and regulations for off-season. Seniors will participate in athletic conditioning period until the last sport they are competing in has ended. If a schedule change is possible then they will be allowed out, if not then the senior will help to coordinate, plan, and help with athletic conditioning period practices. Their attendance is required.

Everything in athletic period is full speed and athletes are expected to hustle from place to place and work hard. All discipline and handbook policies are employed in the athletic conditioning period.

# *ATTENDANCE*

ABSENCES- Any practice or athletic conditioning period absence will be made up. It will be treated just like a classroom absence in that a student will make up the work that is missed. The coach in charge or the athletic director will determine the make up. Absences because of illness, a school function, a death in the family, will be considered legitimate absences and the athlete will be required to make up the work that was missed. However, with the exception of an illness, athletes must have their coach's approval before any absence occurs. If an athlete is going to miss practice because of some school function, he/she should let the coach know as soon as possible and get the coach's prior

approval. If an athlete becomes ill during the day, it is his responsibility to notify a coach before going home.

Any absence that is not approved by the athlete's coach before the absence occurred will be considered a deliberate miss and that athlete will be subject to disciplinary action in addition to the making up the work missed. If **three** such absences occur during a single season, that athlete will be suspended from the team for the remainder of the season and may not begin another sport until the season ends.

PROMPTNESS- Athletes always need to be on time. The athlete will have 8 minutes to get dressed and be ready to go for athletic conditioning period. Tardiness will result in disciplinary action according to the sport. On trips, **the bus waits on no one**. Excessive tardies will not be tolerated. If a student must be late he/she must contact his/her coach before the athletic period. Students that drive to the field house or gymnasium will do so orderly and within the speed limit. Violators will be punished.

DOCTOR'S NOTES- If an athlete comes to athletics with a doctor's note he/she may be excused from workout. A parent's note stating a student is ill is acceptable for only **two** consecutive days after which a conference or phone call will be needed between the coach and the parent. A note will be required for both days; not one note to include two days. This is to prevent students from trying to take advantage of parents or coaches in order to skip practice.

If an athlete is too sick to go to school he/she is too sick to participate in or practice an athletic event. If an athlete misses more than half of a school day due to illness, the athlete will not be allowed to practice or play in an athletic event that day. Exceptions: funerals, doctor's or dentist's appointments. In these cases the athlete may participate that day. Athletes are to attend the games and or meets with the team.

## *INJURY, ILLNESS, and TRAINERS*

If an athlete is sick or injured the athlete is not expected to work out, but if the athlete is at school he/she is expected to show up for practice, in the required uniform, following his/her group or team through drills learning as much as possible.

If an athlete is injured he/she should **report the injury to the coach and then see the trainer.** The trainer and coach will review all athletic injuries before the athlete is considered ready to participate. An injury needs to be reported to a coach immediately after it happens. If an athlete has an injury the coach needs to be informed at least one hour before practice so that the injury can be treated and practice time will not be wasted.

If an injury or illness requires a doctor's visit, a note from the doctor is required. The note should explain the injury or illness and tell the coaches how long the athlete will be out. If certain treatment is necessary for an injury the coaches and trainer will see to it that the

treatment is adhered to at the appropriate time. The doctor's orders will be followed to the letter and the athlete will only participate after being released by the doctor. All doctors' notes will be kept on file.

The athletic insurance provided by the school is **supplemental**. It only pays after a student's primary insurance has paid unless the student has no other insurance. **To provide as much support as possible from the student insurance the athlete should be referred to doctors included in the program. This referral should come from the Athletic Director or the trainer. To do otherwise could jeopardize insurance coverage provided by the district.**

The athletic trainer is only to be used to address athletic injuries. The trainer needs to be treated with the same respect that the coaches are treated with. The training room is only to be occupied by those athletes being taped or being treated. The training room is not to be used as a gathering or social room, if an athlete is not injured he/she should not be in the training room. Plains ISD will not have student trainers unless approved by the athletic director.

## **LOCKER ROOM**

Athletes will spend a lot of time in the locker rooms so it is important to know what is expected of our athletes in the locker rooms. The locker room is to be treated with respect and pride is to be taken in its appearance. No trash of any kind will be tolerated on the floor of the locker rooms. All dirty gear needing a wash will be put in the laundry baskets and not on the floor unless otherwise notified. All lockers are to be kept neat and clean according to the standards set by the head coach or athletic director. No horseplay will be tolerated in the locker room. If any of these locker room rules are not followed disciplinary measures may be used according to the coach's discretion.

The locker room is considered a private place where problems can be addressed. Athletes are expected to keep all conversations that take place in the locker rooms to themselves. Following this procedure helps to prevent rumors and or future problems.

## **EQUIPMENT and UNIFORMS**

Plains ISD will issue the proper equipment for each sport. The athlete will be held responsible for his/her own equipment. Equipment that is lost or stolen will be paid for by the athlete to whom the equipment was issued. Any athlete caught in the equipment room or borrowing another athlete's equipment will be subject to disciplinary action. Any athlete who is caught stealing from another athlete will automatically be suspended from athletics. An athlete will not be allowed to participate in another sport until his/her equipment record is cleared for the previous sport. Issued workout equipment is to be worn at all practices if it is not worn disciplinary action will follow. No equipment is allowed to leave the locker room without a coach's approval.

Uniforms are never to be taken home and are always to be turned in after games to be washed. Everyone will wear his or her uniform in the same manner – no one will dress differently. Dress on game days will be uniform with all other players according to the coach’s decision for travel apparel.

All uniforms and workout equipment will be washed by coaches at the appointed times. Failure to turn items in for washing or failure to tie laundry bags correctly will result in disciplinary measures.

All equipment is to be checked out and checked in by a coach. It is the athlete’s responsibility to keep up with and care for his/her equipment.

## *REQUIRED FORMS for PARTICIPATION*

All athletes are required to pass a physical examination before participating in any athletic activity for the upcoming year. Also, any student who has been injured the previous year must pass a physical for the upcoming year. In addition to a medical examination form, all athletes must have a completed Medical History Form, an Acknowledgment of Rules Form, and the Agreement to Athletic Handbook Terms located in the back of this handbook. All of these documents require a parent or guardian’s signature. The district will no longer provide physicals for athletes.

No athlete will be allowed to participate until his/her parent or guardian has gone through a sportsmanship orientation provided by the school district and has signed off on the required document.

## *INSURANCE*

All athletes that are injured during participation in a school event or practice are covered by the school insurance policy. The Insurance policy is **supplemental**. This means it will pay only if all other insurance coverage the student is covered by has paid. If the student has no other insurance, the district policy will act as the primary policy. School insurance is only used when needed and requires the approval of the athletic director and the proper administration. The trainer will suggest what injuries need medical attention and approval of the athletic director is required before seeing a doctor using school insurance.

## *SCHEDULING CONFLICTS*

Conflicts may arise in which an athlete will be participating in more than one activity at once. These conflicts are handled using the following rule: A district contest will always take precedence over a non-district contest and a district contest always takes precedence

over a field trip. The athletic department will do everything to avoid conflicts of any kind between sports or other school sponsored programs.

## LETTERING AWARD REQUIREMENTS

All athletes that meet the following requirements for each sport will receive a letter for that sport. The first letter earned will be included with the jacket as allowed by the UIL. To receive a varsity letter the following requirements must be met:

FOOTBALL – Member of the varsity in at least half of all the Varsity games.

BASKETBALL – Member of the varsity in at least half of all the Varsity games.

VOLLEYBALL – Member of the varsity in at least half of all the Varsity games.

TRACK – Participate at the district meet.

BASEBALL – Member of the varsity in at least half of all the Varsity games.

CROSS-COUNTRY – Participate at the district meet.

TENNIS – Participate at the district meet.

GOLF – Participate at the district meet.

POWERLIFTING – Participate in at least three Power Meets.

Anyone who quits a sport is automatically ineligible to letter in that sport for that year. An athlete that gets injured before meeting the requirements to letter will be taken into consideration for a Varsity letter.

## PLAYING TIME

Any student that wants to play a sport will be allowed to do so as long as he/she has met the requirements of the athletic policy handbook and has the approval to participate by the athletic director and the head coach of that sport. This means that a student has to get prior approval of the athletic director and the head coach before signing up for athletic conditioning period.

Just because a student is a senior does not mean he/she will be placed on the varsity team. This goes for all sports and pertains mostly to those students that skip playing a sport during their freshman – junior years.

Junior high teams are designed to let all team members participate in both halves of a contest or game.

**Varsity and JV teams are not designed to play all players in a contest. Teams will play to win at this level, playing time will be at the discretion of the coach in charge. The Athletic Director will handle all concerns dealing with playing time at the Jr. High level. It is the philosophy of this program to promote TEAM not individualism. Athletes will know their role on each team and accept it.**

## *DRESS CODE and GROOMING*

**DRESS FOR SCHOOL** – All athletes will adhere to the approved high school dress code. There are more requirements asked of Plains athletes than are stated in the high school dress code since more is expected of a Plains Athlete. No disruptive or vulgar apparel will be tolerated in school. The athletic director reserves the right to ask an athlete to change his/her apparel due to it being found inappropriate. No “sagging” pants or caps will be worn at school. Bandannas are also not to be worn by an athlete at school.

**DRESS FOR PRACTICE** – All athletes will wear equipment issued to them by the school. Shirts will be tucked in and no “sagging” shorts or pants will be allowed. All athletes will wear their equipment in the same way, doing nothing to bring attention to an individual. Athletes are to look and act like part of a team.

**JEWELRY** – Men will not be allowed to wear earrings, or any other form of jewelry associated with body piercing on campus or at any function where they represent Plains ISD. Earrings are fine for female athletes but no other form of jewelry associated with body piercing is acceptable on campus or at functions where they represent Plains ISD. No jewelry of any kind is to be worn by females or males at practices, games, or during athletic conditioning period.

**TATTOOS** – Tattoos are not to be in view at any time during the school day or at athletic functions. If an athlete has a tattoo it must be covered with athletic tape until the athlete is released from a school function.

**HAIR** – All male athletes are to be clean-shaven with no mustaches or beards of any kind (side burns will be no longer than 1 inch) Male athletes will also keep their hair cut so that it is out of their eyes and above their collar. Male athletes will not wear their hair in any kind of a ponytail. Women should not wear a hairstyle that covers their eyes. The coach and the athletic director will review any hairstyle that brings undue attention to an athlete.

Any violation of the dress code or grooming code is grounds for dismissal or disciplinary action.

## *TRAVEL*

Athletes should be on their best behavior when on school sponsored trips. It is expected for the team to sit together before an event or game and not break off into groups. Behavior in restaurants and on the vehicles going to and returning from events should be quiet and respectful.

Students who participate in school-sponsored trips shall be required to ride in transportation provided by the school to and from the event. Exception may be made if

the student's parent or guardian personally requests that the student be allowed to ride with the parent or presents a written request to the coach in charge of the event. The student is allowed to ride with an adult age 21 or older, designated by the parent. The District shall not be liable for any injuries that occur to students riding in vehicles that are not provided by the school.

All locker rooms and buses or vehicles used for events are to be left clean and in good condition. Any violations of travel behavior rules will result in disciplinary action.

## *FOUL LANGUAGE*

Foul language or profanity of any kind will not be tolerated. Profanity is grounds for immediate disciplinary action and in an incident where the profanity is directed toward someone, dismissal from the sport or even athletics totally. Coaches will also refrain from using foul language.

## *Unsportsmanlike Conduct/Disrespect*

Unsportsmanlike conduct and disrespect by any Plains ISD athlete will not be tolerated. Any athlete who is penalized for unsportsmanlike behavior or disrespect of any game official, adult or player (opponent or teammate) will be disciplined. The discipline will be determined by the coach.

## *QUITTING*

### **Quitting will not be tolerated!!**

If an athlete quits a sport he/she will have an initial 24-hour grace period to return. If he/she decides to quit, the following stipulations apply: 1) He/she may not begin another sport until the season ends for the sport that was quit. 2) If the student quits any sport a second time, he/she will not be allowed to participate in athletics the rest of the year.

**It will be up to the Athletic Director's discretion as to whether or not to allow a student back into a sport that he or she has quit before. It is the philosophy of this program to teach students to finish what they start no matter what.**

## *SUBSTANCE ABUSE*

Use of alcohol, drugs, tobacco, or any other controlled substance by an athlete will not be tolerated. Specifically students are not to sell, deliver, possess, give, or use individually, alcoholic beverages or controlled substances. An athlete agrees to abide by this substance

abuse policy and its consequences for his/her entire tenure at Plains ISD. Students begin each year new with the exception of consequences earned for violations at the end of the previous year. Each New Year begins on August 1 and ends on July 31. The following penalties apply for substance abuse violations:

Tobacco – 1. First Offense: a 1-contest suspension and 1-week (5 school days) exercise routine as assigned by the athletic director.

2. Second Offense: a two-contest suspension and 2 week (10 school days) exercise routine as assigned by the athletic director.

3. Third Offense: a two-contest suspension and 4 week (20 school days) exercise routine as assigned by the athletic director.

4. Fourth Offense: removal from the sport that the athlete is competing in for the rest of the season.

Alcohol – 1. First Offense: a two-week (10 school days) suspension and exercise routine as assigned by the athletic director.

2. Second Offense: a four-week (20 school days) suspension and exercise routine as assigned by the athletic director.

3. Third Offense: out of athletics for the remainder of the year. Must complete the second offense routine at the beginning of the sport for the next school year to be allowed to participate.

The plan starts over each year with the exception of third offense punishment.

Integrity clause – Any athlete that shows integrity by confessing to violations of the substance abuse rule will be dealt with some leniency on punishment. This will be at the Athletic Director's discretion. This will only apply to athletes that confess before they are caught!!

The Athletic Director for infractions that occur during non-school may determine certain variations of the plan.

Any use of illegal drugs or controlled substances other than alcohol and tobacco, including steroids, will not be tolerated. The Athletic Director and Superintendent will administer this penalty. First time offenders will be suspended and punished with exercise routine. Second time offenders will be dismissed from athletics for one calendar year. It will be the Athletic Directors decision to let them back into athletics.

In all cases of substance abuse the parents or guardians of the athlete will be notified. The use of any controlled substance by an athlete that is reported to a coach or the athletic director will be investigated. The athletic director also has the right to dismiss athletes for violations of these policies along with other handbook policy violations. Any abuse of a controlled substance gives the athletic director grounds for the dismissal of an athlete.

## *FELONY CRIMES*

If an athlete is charged by indictment, information, or other official procedure justifying the issuance of an arrest warrant, and the nature of the alleged offense or the circumstances surrounding the alleged offense are such that the athlete's public participation in an athletic event of the school would likely be disruptive of the educational or athletic system, or the knowledge of the alleged offense in the school or

community of a competing athletic team is such that the athlete's participation in an event reasonably might cause or result in disorder, then the athlete will be subject to immediate suspension from participation in any such athletic event, including the practice for such event.

## *ATHLETIC DIRECTOR*

The athletic handbook will be followed as closely as possible and any problem or situation that may arise and is not covered in the handbook will be addressed by the athletic director.

## Disciplinary Action

Any athlete that does not comply with a disciplinary action that is taken against him/her will be dismissed from the athletic program.

***Plains ISD Athletic Handbook Rules and Program  
Procedures Parent and Student Agreement for  
Participation***

As a parent/guardian and student we have read the policies and rules. We agree to the terms listed within the Plains Athletic Department Handbook and agree to support these policies for the tenure of the student's participation in athletics. **We also understand that participation in athletics at Plains ISD is not a right but a privilege and we realize that loss of the chance to participate could be one consequence of violating the rules and procedures set forth in this handbook.**

As a student- athlete I agree to support and uphold the policies contained within the Plains ISD Handbook. I also will be committed to upholding the Plains Athletic Creed in being a **disciplined** athlete in my actions, a **determined** athlete in my effort, and exhibit the **desire** to be a champion on and off the field of play.

Student-athlete's Signature \_\_\_\_\_

As the parent/guardian of a student-athlete I realize he/she will be held to a higher standard than an ordinary student at Plains ISD will. I agree to support the policies contained within the Plains Athletic Department Handbook and be agreeable to the decisions made by the administrators of the Handbook.

Parent/Guardian's Signature \_\_\_\_\_

Date \_\_\_\_\_