

# **CHICO INDEPENDENT SCHOOL DISTRICT**

## **ATHLETIC DEPARTMENT**



## **POLICIES & PROCEDURES**

# **Chico Independent School District Athletic Handbook**

## **Introduction**

This handbook communicates important information concerning athletic policies and procedures to our parents and students. After reviewing this information we ask that the parent and student sign the receipt page attached to the front of the handbook and return it to the Athletic Department.

This handbook coexists with the Chico I.S.D. Student Handbook and Student Code of Conduct.

## **Philosophy of Athletics.**

Mission Statement:

The mission of the Chico I.S.D. Athletic Program is to provide our athletes with a safe competitive athletic environment while promoting the ideals of self-discipline, sportsmanship, teamwork, and positive attitude.

The athletic program at Chico I.S.D. is part of the total education program. Sports are extracurricular activities, designed to supplement the academic programs. Athletics allows the students the opportunity to develop outside the classroom and to use the lessons learned in athletics to be successful in the classroom as well as in life.

Participation in athletics is a privilege that carries with it the responsibility of representing not only the team but the school and community as well.

## **Goals of Athletics**

1. Emphasize that academics comes first.
2. Emphasize hard work, discipline, commitment, and teamwork.
3. Conduct an athletic program in accordance with the rules and regulations of Chico I.S.D. and the University Interscholastic League.
4. Teach athletes the value of experiencing "victory with grace" and "defeat with dignity".
5. Develop sportsmanship in our athletes, coaches, and fans.

## PARENT/COACH RELATIONSHIPS

Both parenting and coaching are very difficult vocations. By establishing an understanding between coaches and parents, both are better 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. **There will be no meetings scheduled Friday-Sunday. Meetings with coaches can be set up Monday-Thursday during that coach's conference. The Athletic Director will meet Monday thru Thursday from 9:00 A.M. until 2:00 P.M. Please call in advance to set up a time.**

Appropriate concerns to discuss with a coach:

- 1) The mental and physical treatment of your child.
- 2) What your child needs to improve.
- 3) Concerns about your child's behavior.

Issues not appropriate for discussion with your child's coach:

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

Procedures for discussing issues with a coach:

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

Procedures if meeting with a coach does not provide a satisfactory resolution:

- 1) Call the athletic director to set up a meeting with the athletic director, coach, and parent present.
- 2) At this meeting, an appropriate next step can be determined if necessary.

## **BEHAVIOR EXPECTATIONS OF SPECTATORS**

It is important to remember that you are at the contest to support and cheer for your team, and to enjoy the skill and competition, not to intimidate and ridicule the participants, coaches, and officials. **Every person in this program is either helping or hurting. There are not neutral observers.**

**There is no such thing as a "right" to attend interscholastic athletics. Interscholastic athletics are considered a "privilege" and the spectator who is in attendance is expected to conduct themselves accordingly.**

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

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

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

Refrain from the use of any controlled substances (alcohol, drugs, etc.) before, during and after the game or near the site of the event (i.e. tailgating

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

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

Game officials can ask that the school administrators have unruly fans removed from a contest facility. **Remember when we berate officials it is hurting our kids.**

**Parents and spectators should be aware that the school can and will remove them from the premises due to any type of disruptive behavior. Disruptive behavior can be defined as but not limited to foul or abusive language, berating of officials, taunting of fans, players or coaches, lack of cooperation with school officials, not remaining in the bleachers, refusing to leave a restricted area, etc. Spectators may be removed from a CISD event for violation of these rules or any other school rules and may be banned from attending school functions.**

### **Eligibility**

The athlete must meet the UIL guidelines to be eligible for competition. They must meet standards of residence, credits towards graduation, age limits, and class schedules to be eligible for varsity competition. At all levels they must meet the "no pass, no play" expectations. They must pass all courses to be eligible unless otherwise specified by the UIL or TEA. Students failing a course will be ineligible for competition for three weeks. Ineligible athletes, however, are still required to attend practices.

Coaches will tutor the athletes and allow for any athlete to attend tutorial sessions as scheduled by their teachers. The athlete is solely responsible for their grades.

### **School Suspension**

Any athlete suspended from school (ISS or AEP) for any reason will not be allowed to participate in any extracurricular activity until they have been reinstated by the school administration. Athletes can still and are required to attend practices if they are in ISS.

### **Practice and Game Attendance**

All team members are required to attend all school practice, meetings, and games. Practice times will be scheduled and announced by the head coach of each sport. After school practices are limited to eight hours a week, per each sport.

If at all possible the head coach of a sport should be notified immediately when a conflict arises with a practice or a game. The following types of absences will be excused if the coach is informed in advance.

- 1. Funeral**
- 2. Medical or dental appointment (must have doctors note)**
- 3. Family emergency**
- 4. School function (any extra- or co- curricular school sponsored activity)**
- 5. Athletic school function: (including cheerleading, Ag. Trips or marching band)**

**An athlete will not be punished for missing a practice with an excused absence. However, the athlete will be required to make up the conditioning that was missed during the practice in order to maintain a high level of fitness. Exception: #4, If an athlete is representing the school in an Athletic school function they will be considered to be competing and there will be no makeup conditioning.**

### **Excused Missed Practices**

**1 mile or sport equivalent to 1 mile for each practice missed.**

### **Unexcused Missed Practices**

**2 miles or sport equivalent to 2 miles for each practice missed.**

### **Excused Missed Games**

**2 miles or sport equivalent to 2 miles for each game.**

### **Unexcused Missed Games**

**4 miles or sport equivalent to 4 miles for each game.**

**3 or more unexcused missed practices could result in dismissal from team. This will be left up to the Head coach of that sport and the athletic director.**

**Time served in ISS and DAEP will be considered as unexcused absences.**

### **Absences due to illness or injury**

**Any athlete who misses a practice or game due to illness must have a note from a parent or a physician. If an athlete misses 2 consecutive practices due to an illness they must provide the head coach with an excuse, from a physician, stating the nature of the illness and the period of time that the athlete will not be able to participate. Athletes who continuously miss practices due to illness may need to reconsider their ability to be able to participate in athletics.**

Due to the nature of athletics, injuries are very common to athletes. Any athlete who is injured is required to attend practices if at all possible, not only to continue learning the sport, but to receive treatment for their injury as well.

Athletes who are ill or injured are required, if at all possible, to dress out and attend practice sessions. They should pay attention to what the coaches are teaching and try to help out in any way possible. If an athlete has a physicians note enabling them to participate they must have one releasing them back into competition.

### **Practice and Game Attire**

All athletes will be issued school equipment for all practices and games. They are required to wear this equipment during the course of their season. The athlete is responsible for any equipment that is issued to them. The athlete will reimburse the Chico I.S.D. athletic department for any item that is lost, stolen, or destroyed intentionally. The cost for this item will be the amount that it will take to replace it. Travel attire will be up to the head coach of each sport but will reflect a positive image upon the athletic department, school, and community

### **Alcohol, and Tobacco Violations**

It is a violation for any Chico I.S.D. athlete to use or possess alcohol and or tobacco products.

The athlete will be deemed "guilty" of breaking this rule when:

He/she receives a MIP, DUI, DWI, etc. by law enforcement personnel.

He/she is visibly seen by a coach or school employee.

In addition to any punishment that the athlete receives from CISD, he/she will receive the following punishments. These punishments will occur after the regular workout.

1. First offense of the school year - 10 miles of conditioning before the next contest.
2. Second offense of the school year - 20 miles of conditioning and suspension from the next contest.
3. Third offense of the school year - Immediate suspension from the athletic program for the remainder of the school year.
4. Fourth offense of athletic career - If there is a fourth offense at any time during an athletes secondary school years he/she will be permanently removed from all athletic programs.

### **Drug Violations**

It is a violation for any Chico ISD athlete to use or possess any illegal drug paraphernalia or drugs, including steroids.

The athlete will be deemed "guilty" of breaking this rule when:

He/she is given a ticket for use or possession of drugs by law enforcement personnel.

He/she is visibly seen by a coach or school employee.

In addition to any punishment that the athlete receives from CISD, he/she will receive the following punishments:

1. First offense - 30 days suspension and 60 miles of conditioning upon return.
2. Second offense- removal from the athletic program for the remainder of the school year.(minimum of 60 days)
3. Third offense - permanent removal from the athletic program.

### **Drug Testing**

In accordance with Chico I.S.D. Board policy, all students wishing to participate in extracurricular activities must consent to an initial drug test as well as any subsequent drug screening selected at random. A positive test will result in an additional drug screening from a Wise County physician at the expense of the school district. If this sample is also positive, the result will mandate a 15 day suspension from participation, a parent conference, and a negative drug test before participation will be allowed to resume.

A second positive testing will result in suspension from all athletic activities for the remainder of the school year.

A third positive testing will result in being banned from athletic participation for the remainder of the student's career. After one calendar year from the determination of guilt, an appeal can be made for reinstatement contingent upon substantiated rehabilitation.

## **Felony Offenses**

In accordance with the Texas High School Coaches Association's Code of Ethics, an athlete charged with a felony will not be allowed to participate until the charges have been dropped.

In addition to any punishment that the athlete receives from CISD, he/she will receive the following punishments:

1. First Offense - 90 days suspension from the athletic program and 30 miles conditioning upon return, before allowed to participate in a contest.
2. Second Offense - permanent removal from the athletic program.

**Felony Offenses will not be tolerated in this athletic program.**

## **Personal Appearance**

All members of athletic teams are expected to maintain an above average manner of appearance that reflects a positive image upon Chico I.S.D. and the community. The following grooming and dress rules will be adhered to by all team members:

1. **Hair styles are to be maintained in a neat and clean manner. The boy's hair will be no more than two inches on the top, will not be over the top of the ear, will not touch the back of his collar, and must be one inch above the eyes. Boys and girls both must have a natural hair color. ( no pinks, blues, reds, greens)**
2. Male athletes will not wear any form of ear jewelry.
3. Any athlete that has a tattoo must have it covered during games.
4. All athletes will dress in a presentable manner for all athletic trips.
5. Any "styles" or behavior apt to draw attention to the individual over the team will not be permitted. This means hair color and style must be acceptable to the head coach of a sport and the athletic director.

**If the athlete fails to meet the standard he will be suspended from participating in any contests until the standard is met. Refusal to meet the hair standard may result in an athlete being removed from the athletic program. We will represent our school and our community with P.R.I.D.E**

## **Unsportsmanlike Behavior**

Any athlete, participating in an athletic event, who flagrantly violates the rules of good sportsmanship, will be removed from the game immediately by the coach regardless of the actions taken by the game officials.

Any athlete ejected from a game by an official will receive the following punishments:

1. First Offense of the year: 10 miles or sport equivalent to 10 miles before the next contest.
2. Second Offense of the year: 20 miles or sport equivalent to 20 miles and suspension from the next contest.
3. Third Offense of the year: Immediate suspension from the athletic program for the remainder of the school year.
4. Fourth Offense of athletic career: If there is a fourth offense during an athlete's secondary school years he/she will be permanently removed from all athletic programs.



### **Stealing**

Taking school equipment or personal items, which include but are not limited to: clothing, shoes, keys, billfolds, money, glasses, shades, cell phones, without permission, from another student, staff member, or from the school district will not be tolerated. Any athlete caught stealing will be referred to the office for disciplinary measures. Using another athlete's school issued equipment, without permission, will result in extra conditioning after the regular practice.

In addition to any punishment that the athlete receives from CISD, he/she will receive the following punishments:

1. First Offense: Suspension from athletic program for one calendar year from date of incident.
2. Second Offense: Permanent removal from the athletic program.

### **Cell Phones**

Cell phones serve as an important resource when the need for instant communication arises. However, there is no need for an athlete to have a cell phone, in their possession, during an athletic practice or contest. During team meetings or during half times of contests all athletes will be expected to have their phones turned off. If an athlete violates this rule, the head coach of that sport will take possession of the cell phone, secure it for the remainder of the activity, and return it at the end of the practice or contest.

In case of an emergency, a parent or guardian should personally make contact with one of the coaching staff or in the event that this becomes impossible have another adult contact one of the coaches.

### **Racial Intolerance**

Racial intolerance towards teammates and opponents will not be tolerated by athletes or spectators. Any athlete who makes improper comments about a teammate's or an opponent's ethnic background will be punished with extra physical conditioning. **If a spectator makes improper comments to an athlete, a coach or an official they will be removed from the sporting event. Continued racial remarks may result in dismissal from the athletic program or athletic events.**

### **Destruction of School Property**

Any athlete who knowingly and willingly destroys Chico I.S.D. athletic property will be required to reimburse Chico I.S.D. for the cost of repairing or replacing that property. This includes any equipment issued to the athlete, lockers, locker rooms, equipment used during the course of a season, and any part of the athletic facilities.

The athlete will also be subject to punishments outlined in the Chico I.S.D. Student Handbook and Student Code of Conduct.

### **Quitting a Sport**

**Quitting is an intolerable habit to acquire. Commitment to one's self and to a team effort, no matter what the outcome, is one of the most valuable lessons learned in athletics.**

**If an athlete quits a sport, he or she will be ineligible to compete in any sport for one full calendar year.**

**A student can be transferred out of a sport by mutual consent of the student, the head coach of that sport, and the athletic director and retain eligibility to play in another sport.**

### Off-Season Programs

Athletes not practicing in an in-season sport during the athletic period are required to participate in an off-season program. Off-season programs will include weight training, agility, quickness drills, specific sports fundamentals, and various activities designed to improve intangibles necessary for athletics.

Any athlete who drops out of athletics and misses the off-season workouts for any sports will not be allowed to participate in that sport the following year. If a student wants to participate in athletics, they must go through the spring off-season programs in order to participate the following year.

### Squad Selection

We encourage coaches to keep as many students as they can without unbalancing the integrity of their sports. Time, space, equipment, personal preference, and other factors will place limitations on the most effective squad size for any particular sport. If the numbers dictate that players will be cut from any sport, the following policy will be used:

1. All students, participating in the sport, will be notified that they are trying out for a specific number of spots on that team.
2. The head coach of that sport will have a specific evaluation process to determine how players will be rated based upon performance.
3. If a player is to be cut, the head coach of that sport will have a conference with that player and explain why they are being cut. Performance reasons that were observed will be discussed, the performance of other players will not be discussed.

The student will be informed of the areas that they need to improve upon if they wish try out again the following year.

**\*There will be no "cutting" of athletes in the Middle School sports programs.**

### Hazing, Sexual Harassment, Sexual Abuse, and Sexual Misconduct

No athlete, at any time, will be allowed to humiliate or harass a fellow athlete. The Chico I.S.D. athletic department will not tolerate any form of abuse or harassment.

Any athlete who participates in hazing, sexual harassment, sexual abuse, or sexual misconduct of another athlete will immediately be suspended from athletics and be turned over to the campus principal. This athlete will be subject to the punishments outlined in the Chico I.S.D. Student Handbook and Student Code of Conduct. If a crime has been committed, the necessary law enforcement agencies will be notified immediately.

### Respect

An important ideal of athletics is respect. Chico ISD athletes are expected to act respectful towards their teachers, coaches, administrators, other staff members, teammates, opponents, and especially game officials. Any athlete that continually displays a lack of respect will be punished with extra physical conditioning. **Athletes will not disrespect any coach, administrator, or official.** This could lead to dismissal from our athletic program.

**Athletes should never do anything to embarrass their family, their coach, this program or this community.**

### **Team Travel**

**Chico I.S.D. will provide transportation for out of town contests. All members of the team are required to ride to and from the contest on the school provided transportation. This policy is necessary for liability reasons and will be enforced. The head coach and or the athletic director will need to be seen if there are any special circumstances.**

### **Contest Behavior**

**Athletes will not be allowed to communicate with anyone in the stands during a game. During a game the athlete should be paying attention to what is going on and to their coaches. Any athlete caught communicating with anyone in the stands will be disciplined and possibly removed from the game. If this habit continues the athlete will be removed from the program.**

### **Insurance**

Chico I.S.D. is not responsible for injuries of its athletes who are participating in sports. However, Chico ISD will carry insurance covering participation in practice or competition for athletes. The coverage for each injury will vary according to the accident. More detailed information can be obtained by calling Chico ISD. We will answer any questions you have concerning our athletic program on insurance and injuries.

### **Sports offered at Chico High School**

Girls Cross country	Boys Power Lifting	Girls Basketball
Boys Cross country	Girls Power Lifting	Boys Basketball
Football		Girls Track
Volleyball		Boys Track
Softball		
Baseball		
Girls Golf		
Boys Golf		

Athletic Lettering Policies and Requirements

1. Football: (A) Must participate in at least 25% of total number of quarters played for the current football season at the varsity level (OR).  
(B) Be a Senior and finish the season in good standing with the Head Coach.  
(C) To letter an athlete must be recommended by the Head Coach.
2. Basketball: (A) Must participate in at least 25% of total number of quarters played for the current basketball season at the varsity level (OR)  
(B) Be a Senior and finish the season in good standing with the Head Coach.  
(C) To letter an athlete must be recommended by the Head Coach.
3. Volleyball: (A) Must participate in at least 25% of the total number of games played for the entire season at the varsity level (OR).  
(B) Be a Senior and finish the season in good standing with the Head Coach.  
(C) To letter an athlete must be recommended by the Head Coach.
4. X-Country: (A) Finish in the top ten in at least 3 pre-district varsity meets (OR).  
(B) Finish in the top ten at the District Meet (OR).  
(C) Run in the Regional Cross Country Meet (OR).  
(D) Be a Senior and finish the season in good standing with the Head Coach.  
(E) To letter an athlete must be recommended by the Head Coach.
5. Track: (A) Score 15 points in pre-district varsity meets (OR).  
(B) Score 1 point in the District Meet (OR).  
(C) Be a Senior and finish the season in good standing with the Head Coach.  
(D) To letter an athlete must be recommended by the Head Coach.
6. Baseball: (A) Play in at least one third of the total number of innings played in the total season (with the exception of reserve pitchers and designated hitters if used) These participants must be shown to have entered into a game for at least one time for one third of the total number of games involved in the complete season. (OR)  
(B) Be a Senior and finish the season in good standing with the Head Coach.  
(C) To letter an athlete must be recommended by the Head Coach.

7. Softball: (A) Play in at least one third of the total number of innings played in the total season (with the exception of reserve pitchers and designated hitters if used) These participants must be shown to have entered into a game for at least one time for one third of the total number of games involved in the complete season. (OR)
- (B) Be a Senior and finish the season in good standing with the Head Coach.
- (C) To letter an athlete must be recommended by the Head Coach.
8. Golf: (A) Finish in the top 6 in three Varsity pre-district tournaments (OR).
- (B) Finish in the top 10 in the District Tournament (OR)
- (C) Be a Senior and finish the season in good standing with the Head Coach.
- (D) To letter an athlete must be recommended by the Head Coach.
9. Powerlifting: (A) Win first or second in an invitational meet (OR)
- (B) Compete in the Regional Meet (OR)
- (C) Be a Senior and finish the season in good standing with the Head Coach.
- (D) To letter an athlete must be recommended by the Head Coach.
10. Managers: (A) Participate as a trainer/manager at the varsity level for at least two years (OR).
- (B) Be a Senior and finish the season in good standing with the Head Coach.
- (C) To letter a manager must be recommended by the Head Coach.

The U.I.L. allows for each participant in extra-curricular activities to receive one major award during their career in the high school. No matter how many different extra-curricular activities a student is involved in, he/she can only receive one of these major awards, usually a letter jacket, which is purchased by the School District. The student can purchase a "Letter" patch which can display all of the various activities that the student is involved in.

# P.R.I.D.E

**Positive-** To be successful, you must have a positive attitude

**Respectful-** To be successful, you must respect yourself and others at all times

**Intensity-** To be successful, you must have an intensive drive in order to accomplish your goals

**Discipline-** To be successful, you must have discipline in order to develop personal moral and ethical qualities to lead to a positive fulfilling life

**Everyday-** To be successful, you must be positive, respectful, intense and disciplined every single day

Remember what we are working for. Winning is an all the time thing. Winners don't take days off or steps back.

**Acknowledgement of Receipt**  
**Athletic Policies and Procedures**  
**Chico ISD Athletic Department**

By signing this form you are stating that you fully understand the contents of the Chico Athletic Department policies and procedures and agree to comply with all of the policies and procedures. Failure to do so can lead to suspension or dismissal from the Athletic Department. This form must be signed and on file before an athlete can participate in any Chico I.S.D athletic event.

Stephen Carter

Athletic Director

Chico I.S.D

Student Name (Print) \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian (Print) \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_