



AQUILLA

ISD

ATHLETIC GUIDELINES AND POLICIES

2019-2020

ATHLETIC HANDBOOK

ATHLETIC DEPARTMENT MISSION STATEMENT

The Aquilla Athletic Department strives for excellence in athletics as well as supporting the educational needs of our student-athletes at Aquilla ISD. We help students develop not only athletic goals but teach life skills in the process. We set challenges to help build character that will translate to real world situations. We promote teamwork as well as individual self-improvement. Aquilla Athletics focuses on creating opportunities so that all student-athletes develop skills through interaction and competition. Winning is not the end game, effort and commitment ultimately will lead to success.

Our mission is that all individuals associated with Aquilla Athletics (coaches, staff, student-athletes, alumni and parents) will value character traits developed through athletic participation. We expect all participants to respect themselves and others, to demonstrate loyalty, be good teammates and put the team before themselves. They must also handle failure like they handle success, have school pride, have a strong work ethic, be honest, and show up and be prepared.

CORE VALUES

P- Perseverance

R- Respect

I - Integrity

D- Dedication

E- Ethics

ATHLETIC PHILOSOPHY

Athletics at Aquilla ISD is all about helping student athletes develop skills and discipline necessary to be successful in sports as well as life. We promote opportunities that will help these young people grow mentally, physically and emotionally. At Aquilla we offer the ability for all students to become part of the athletic program regardless of physical skill or ability. We believe that everyone has something of importance and worth to contribute.

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COACHING STAFF PER SPORT

SPORT	HEAD	ASSISTANT
HS FOOTBALL	Josh Ball	Anthony Espinosa/ Justin Earl/ Channing Coffey
JH FOOTBALL	Anthony Espinosa	Justin Earl / Channing Coffey
HS/JH CROSS COUNTRY	Benja Standford	
HS/JH VOLLEYBALL	Amanda Martin	Amanda Hennig
HS/JH CHEER	Stephanie Penard	Kristin Stone
HS BOYS BBALL	Channing Coffey	Justin Earl
JH BOYS BBALL	Justin Earl	Channing Coffey
HS/JH GIRLS BBALL	Benja Standford	Lanie Frazier
HS/JH BOYS/GIRLS TRACK	Anthony Espinosa Benja Standford	Josh Ball /Amanda Hennig/Justin Earl
HS BOYS/GIRLS TENNIS	Channing Coffey	
HS BOYS/GIRLS GOLF	Channing Coffey	

COACHES CONTACT INFORMATION

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GENERAL RULES AND PROCEDURES

SCHOOL ATTENDANCE

A student-athlete must be in school the entire day in order to participate in contests. The following guidelines state approved absences that allow athletes to still be able to participate in a contest that day. Any other circumstances regarding school attendance must be discussed with the Athletic Director.

- Approved Absent Half Day (Note from appointments needed)
 - Dr./Dentist Appointment
 - Funeral
 - Court
 - School Sponsored event

- Approved Absent Full Day (Approval from the Athletic Director needed)
 - School Sponsored event
 - Funerals (Out of the area/or immediate family)

ABSENCES

- Athletes with an excused absence will only need to make up the practices that are missed
- Athletes with an unexcused absence will make up practice plus extra work and/or face possible removal from a team/sport.
- Multiple absences during the week can result in non-participation in the upcoming event. The coach should be informed prior to any absence from a practice and/or contest.
- Vacations are not excused absences.

Fall sport athletes are expected to attend all practices and contests from the beginning of mandatory practices until the sport season concludes. Winter sport athletes are expected to attend all practices and contests during the Thanksgiving and Christmas breaks. Christmas Break will have a mandatory down week. No workout or practices will be scheduled during this 5 day period. These days for 2019 will be December 23rd through the 27th.

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ILLNESS OR INJURY

Make sure a coach is notified about any illness or injury, If you are leaving school due to illness make sure a coach knows about it. Parent notes on illness or injury will only be accepted for one day of missed practice, if multiple days need to be missed then a doctors note will need to be provided. We have a trainer that is available once a week to check on injuries.

PROMPTNESS

Always be on time! The athlete is responsible for his/her own time, this does not mean leave class early. During school, athletes will have a designated amount of time after the athletic period bell to be dressed and ready to go. Tardiness will result in disciplinary measures according to the sport. On trips, the bus waits for no one. Excessive tardiness will not be tolerated. If you must miss or if you are late to an athletic period/practice, be sure that it cannot be helped. Do not make appointments on our time. If you must be absent or late, talk to your coach before the athletic period. If you fail to do so, you are subject to disciplinary action.

ATHLETIC PERIOD

Athletics is a class, you are expected to be their, on-time and fully dressed out. You will not be allowed to work on classwork during the athletic period. It's your responsibility to take care of class work outside of athletics. You must dress out each day and have the appropriate equipment.

Grading will be based upon 3 criteria

- Dressing out
- Attitude
- Participation

LOCKERS

The athlete will be responsible for keeping his or her locker neat and clean, for hygienic and organizational reasons. Your coach will explain to you how your locker is to be kept. You will be provided with a combination lock, it will be your responsibility to make sure its locked and to remember the combination.

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LOCKER ROOM

Locker rooms will be cleaned and inspected daily, all lockers will be organized according to the coach

Daily Chores include

- Floors will be swept. (We will mop once a week)
- Trash taken to the dumpster
- Lockers cleaned, organized and locked
- Equipment put away (Water Jugs, Balls, Cones ETC..)
- Weights racked
- Med Room Addressed

This is a requirement of athletics. Athletes are not allowed to leave until the chores are completed and checked off by a coach. We take pride in our facilities and we expect to keep them clean and organized.

EQUIPMENT/UNIFORMS

Aquilla I.S.D. will issue equipment for each sport. Athletes will fill out and sign an equipment log to receive the equipment. The athlete will be issued a combination lock and be held responsible for his or her own equipment.

Athletes will be held responsible for lost or stolen equipment. Equipment lost or stolen will be paid for by the athlete to whom it was issued. Athletes will not be allowed to borrow any other athlete's equipment or to take any equipment home without a coaches approval. All school issued equipment will be laundered by school personnel routinely. It will be the athletes responsibility to make sure their equipment is on the wash belt and placed in the proper location. Any athlete who is caught stealing will be suspended from athletics. An athlete will not be allowed to participate in another sport until his or her equipment record is clear in the previous sport.

Everyone will wear their uniform in the same manner - no one will dress differently. You will not be allowed to take any equipment from the locker room. Do not wear any jewelry in practice or during the game.

FEES

Athletes are required to purchase certain items for a particular sport they are playing. Below is a list of items for our current sports.

- Football: Cleats
- Volleyball: Court Shoes
- Basketball: Court Shoes
- Tennis: Racket, Shoes

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- Golf: Clubs
- Track/CC: Shoes and Track Spikes

Each athlete will be required to bring a pair of workout shoes that they will use in the weight room and outside. These shoes will need to be left at the school in their lockers.

OFF-SEASON

We believe that champions are made in the off-season. These workouts help hone skills and develop athletes for every sport. Off-season is crucial for any athletic program, so it is encouraged that every student athlete participate and work to the best of their ability to become better athletes.

TRAVEL TO AND FROM ATHLETIC CONTESTS

Aquilla I.S.D. will provide athletes with transportation to and from all athletic contests. All athletes will ride the bus to all athletic contests, except in cases approved by the coach. Any time both male and female students share the same bus, a minimum 1 row open seat will separate the boys from the girls. Athletes, at the coach's discretion, may ride home from the contests in private vehicles, providing the following conditions are met:

- The athlete's parent must sign out with a coach. An exception may be made if the athlete's parent or guardian presents a written request to the Athletic Director the day before the scheduled trip that the student be allowed to ride with an adult designated by the parent.
- The athlete is responsible to return all uniforms and equipment to the school as soon as possible.
- The athlete will be held accountable for obtaining information he/she may have missed on the bus ride home (i.e. practice time changes).

CELL PHONES

The use of cell phones (camera, video etc.) in the locker room is strictly prohibited. Each coach will set rules on how cell phones will be used while traveling to and participating in athletic events. Each coach will have a cell phone on the bus that may be used to contact parents. If parents need to contact a student when traveling or while at a competition a list of cell numbers of coaches can be provided.

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SOCIAL MEDIA

It is important to remember that it is a privilege to participate in athletics and not a right. We expect our athletes to display high character both on and off the field of competition. It is important to remember to display high character when posting on the internet. It is not our intent to police individual activity on social media sites. We feel that is the responsibility of the athlete's parents and guardians. However when it is brought to the attention of a coach or administrator that a student is not demonstrating proper character on social media sites, that student will be counseled and/or disciplined according to the following but not limited to:

- Suspension from the team for one contest.
- Suspension from the team for 2 weeks.
- Dismissal from the team.

More importantly we feel our role is to continuously educate our student athletes of the pros and cons that social media can have on becoming successful in life.

DRESS CODE

Each student athlete is expected to follow a team dress code set forth by the head coach of the current sport. Violation could result in exclusion from the contest.

GROOMING

Hairstyles and clothing should not be disruptive, hair should be neatly trimmed and not exceedingly long. Facial hair should meet the guidelines in the Aquilla student handbook. When asked by a coach or administrator to take care of a grooming issue you are expected to do so. Failure to correct grooming issues will lead to disciplinary measures and a possible loss of playing privileges. Your appearance should, at all times, reflect class and pride in yourself, and in our athletic program.

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SCHEDULING CONFLICTS

Conflicts will arise in which an athlete will be participating in some other extracurricular activity. These conflicts are handled using the following rule.

- A district contest will always take precedence over a non district contest
- Any competitive event will always take precedence over a field trip or practice.
- If there is a conflict between two district competitions, the individual must decide in which to participate without influence by coaches.

Using this rule, all participants will be given an opportunity to compete in the major contests or events of any extracurricular activity. The Athletic Department will do everything possible to avoid conflicts of this type. Athletes need to check the schedule at the beginning of a sport and report to the coaching staff any conflicts that will arise during the season.

DISCIPLINARY ACTION

Athletes that violate rules and procedures of the Aquilla Athletic Program can face disciplinary actions using a variety of special assignments.

Depending upon the circumstances, temporary or permanent suspension could be enforced. At minimum the following will occur when a violation happens.

- Contact by phone made to the parent informing them of the situation
- A record of the incident will be placed in the students athletic file.

In the event that a situation arises that is not covered in this handbook, the policies in the Aquilla ISD student handbook will apply. In cases where there is no policy for the situation, the Athletic Department will meet with administration and two faculty members to decide the current action that should be taken.

CONDUCT

It is important to remember that when you are competing you are not only representing yourself but also your school and community.

Unsportsmanlike conduct, profanity and disrespect to others will not be tolerated. Poor conduct or violations will be handled accordingly by the coaching staff.

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ATTITUDE AND WORK HABITS

Your attitude toward the sport will, many times, determine how successful you are at that sport. If you work hard, attend practice, study the sport and listen when the coach corrects your mistakes, then you will enjoy the sport more and have greater success. Negative attitudes benefit no one. Positive attitudes help us all. Learn to take both praise and criticism from your coach. He or she is only trying to make you 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 you a better player. There is no substitute for hard work. The harder you work, the better you get. Do not allow yourself to be mentally or physically lazy.

I.S.S. AND SUSPENSION

Any athlete who misses the athletic period because of I.S.S. or suspension from school will also be disciplined in athletics. This may seem like you are being punished twice; however, because you are an athlete you will be required to be on your best behavior at all times. If you are in I.S.S. or suspended on the day of competition, you will not be allowed to participate in an athletic contest the day of I.S.S. or suspension.: Any student/athlete who is suspended from school for any action will face the following disciplinary actions:

- 1st offense will result in being suspended from the team for the amount of days missed for the suspension (Ex: for a three day suspension the student-athlete will be ineligible to compete with his/her team during the suspension and an additional 3 school days after he/she returns from the suspension). The practices will still be made up for the missed days.
- 2nd offense will result in the student-athlete being dismissed from the team.

QUITTING OR REMOVAL FROM TEAM

If an athlete who suits up for the first competition quits a sport, is removed from the team by the coach, or chooses not to participate in a sport, he/she will not be allowed to participate in any other athletic sport until the following requirements are met.

Any Athlete wishing to quit a sport must follow these steps:

- Meet with the head coach of the sport to discuss their reasons for quitting.
- Athlete's parent/guardian must sign a form acknowledging that they are aware of their child's decision.
- It is the athlete's responsibility to turn in all equipment they were issued before they are allowed to withdraw from that sport or the athletic period.
- The athlete will be required to complete 15 miles of running outside the athletic period before being allowed to participate in another sport. This will be supervised and signed off by a coach that has witnessed the completion of the running.

Also students who quit may be subject to non-participation for the remainder of the school year or in following years. This will be determined by the Athletic Director and Administration.

FAN BEHAVIOR (PARENT AND STUDENT)

Remember that the athlete on the field or court is participating in a game that they have worked hard to be a part of. Winning is important, however, it is still a game. All of our coaches work very hard to keep athletics in perspective. We will ask that our fans keep things in perspective too.

The University Interscholastic League is currently in the process of cracking down on schools whose fans cause confrontations with officials and coaches. Remember this: If the U.I.L. disciplines our school, it is our athletes who will suffer the most. In order to prevent discipline from the U.I.L., we must discipline ourselves. With this in mind, we want you to know that unruly behavior on the part of fans will not be tolerated.

- Any fan that confronts an official or coach, and threatens him or her, either verbally or physically, can have charges filed and can be suspended from attending any school sponsored event for a period of one year.
- It is a violation of state law to consume or use alcoholic beverages or tobacco products on school property. Drinking on the part of fans will not be tolerated.

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SUBSTANCE ABUSE

The use of alcohol, tobacco, vapes or any illegal substances will not be tolerated. Any athlete who is found to be in possession of using any forbidden substance will have parents and administration notified and will be subject to the following disciplinary action.

- 1st Offense- 1 week suspension from competition (you must still go to practices), 15 miles of running, to be completed outside of practice.
- 2nd offense- 2 week suspension from competition, 20 miles of running and a parent coaches meeting
- 3rd offense- Removal from program.

ASSAULT/FIGHTING

Any student-athlete involved in an assault/fight either on campus or off will face the following disciplinary actions:

- 1st offense will result in a 2 week suspension from competition.
- 2nd offense will result in the student/athlete being dismissed from the team.

ELIGIBILITY

ACADEMICS:

Under the provisions of House Bill 72, 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.

- 9th - must be promoted to 9th grade
- 10th - must have 5 credits
- 11th - must have 10 credits
- 12th - must have 15 credits

PLAYING TIME

Aquilla Athletics believes that at all levels—sixth grade through varsity—playing time in competition is earned in practice and is not an entitlement. Regardless of the subjective nature of the process and the potential for disagreement, the coach is the only one in a position to make team selections and decisions about playing time. Coaches will not discuss playing time with parents for 24 hours after a game. Also members of a varsity team are not guaranteed playing time. Student-athletes should fully

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understand that by joining a team they are accepting the pleasures and benefits of participating as well as the responsibility and commitment to that team.

6th GRADE

In Conference 1A and 2A schools or in small junior high schools whose enrollment corresponds to Conference 1A and 2A enrollment, sixth graders may be used when their participation is vital to field one combined seventh and eighth grade basketball, football, or volleyball team on the first day of the season. Sixth graders may not be used on either team when a school has more than one team playing. The first day of the season is defined as the first day of practice outside the school day or the day of the first competition, whichever occurs sooner. If fewer than the below listed number of seventh and eighth grade students report the first day of the season, then sixth graders shall be notified the next day that they may try out for the combined seventh and eighth grade team and may participate for the entire season. If the number of seventh and eighth graders reporting the first day of the season meets or exceeds the number listed below, then sixth graders shall not be used anytime during the entire season.

- Basketball - 10
- Football - 12
- Volleyball - 12

LETTERING

In order to earn a letter jacket a student must participate in a sport for at least two years at the varsity level. The athlete must complete the entire season without failing or removal from the team. If the coach feels extenuating circumstances, such as an injury, have kept the player from meeting the requirements, the letter can be awarded.

- **Football** - The athlete must participate in at least two varsity games for two years years.
- **Volleyball** - The athlete must participate in at least two varsity district matches for two years.
- **Basketball** - The athlete must be a member of the varsity team for two years.
- **Track** - The athlete must compete in the District Track Meet for two years.
- **Cross Country** - The athlete must compete in the District Meet for two years.

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- **Tennis** - The athlete must compete at the district meet and win a match for two years.
- **Golf** - The athlete must participate in the district tournament as a part of the varsity team for two years.
- **Cheer**- The athlete must be a part of the varsity cheer squad.

FORMS

Athletes are required to have a physical every year. As well as physicals, athletes will fill out a medical history form, acknowledgement of rules, and a current athletics packet. These forms and physical will be required prior to the first day of participation. You can contact any coach to receive a current packet and forms.

INSURANCE

Aquilla ISD provides supplemental insurance for athletes. The insurance form and further information can be obtained at the administration office.

CONTACT WITH COACHING STAFF

When contacting coaching staff, please use the email address for the coaches or call the coaches office at the school. Students will have access to a REMIND APP that will keep them informed on upcoming practices and any changes to schedules. We will also be posting to the Aquilla Athletics facebook page.

PRE-PARTICIPATION MEETING

All parents/guardians may be asked to attend a parents meeting with the Athletic Director and coaching staff at the beginning of the school year. This meeting will be used to introduce parents to staff and inform them of the policies, guidelines and expectations of the upcoming school year.

CHAIN OF COMMAND

If a parent or athlete has a concern about the athletic program, a coach or another athlete then a chain of command protocol will need to be followed. Please do not try to confront a coach after athletic competitions or practice, these can be emotional times and the result of the conversation will most likely not yield anything productive. Please set up either a phone conference or a meeting.

- 1st Contact- First contact should be made with the head coach of the sport

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- 2nd Contact- If a resolution cannot be made then the Athletic Director should be contacted
- 3rd Contact- If still no resolution is made then and only then should the subject be taken to the administration office.

Most problems can be handled through the first two contacts. Contacting the Athletic Director or Administration prior to contact with the coach will result in being referred back to the first contact.

“Success is where preparation and opportunity meet.”

– Bobby Unser

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(Return this copy to the Athletic Department)

**AQUILLA I.S.D. ATHLETIC HANDBOOK ACKNOWLEDGEMENT FORM
and MEDIA RELEASE FORM**

The *Athletic Handbook* is intended to help inform parents and students of the expectations put forth by the Aquilla Athletic Department.

Student Name (Printed)

Parent/Guardian Name (Printed)

Parent/Guardian Relation to Student-Athlete

Parent/Guardian Home Phone Number,

Parent/Guardian Cell Phone Number

Parent/Guardian Home Address:

_____ Street
_____ City, State, Zip

I understand the rules and guidelines put forth by the Aquilla I.S.D. Athletic Department, I am also aware of the consequences for violating said policies. If at any time I have questions regarding the handbook, I will address these questions to the Head Coach/Athletic Director. I understand that the Athletic Director and coaching staff will enforce these policies, procedures, and consequences.

MEDIA RELEASE

My daughter/son has my permission to be interviewed by all media outlets covering AISD athletic contests. This release is for newspaper, radio, and television outlets.

_____ YES _____ NO

Parent/Guardian Signature

Date

Student Signature