

# CADDO MILLS HIGH SCHOOL ATHLETIC HANDBOOK



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Caddo Mills ISD prohíbe la discriminación con base en edad, raza, religión, color, nacionalidad, sexo, y/o discapacidades en sus programas, servicios, o actividades, de conformidad con el Título VI del Acta de Derechos Civiles de 1964, enmendado; el Título IX de las Enmiendas de Educación de 1972; y la Sección 504 del Acto de Rehabilitación de 1973, enmendado.

## FORWARD

THE CADDO MILLS ISD ATHLETIC HANDBOOK IS DEDICATED TO THE ATHLETES OF CADDO MILLS INDEPENDENT SCHOOL DISTRICT AND IS DESIGNED TO BE THE GUIDE TO GIVE YOU THE BASIC INFORMATION CONCERNING OUR ATHLETIC DEPARTMENT. **NO SUCH HANDBOOK CAN COVER EVERY SITUATION THAT ARISES THROUGHOUT THE YEAR. WHEN SITUATIONS ARISE THAT ARE NOT COVERED, THE ATHLETIC DIRECTOR WILL MAKE THE FINAL DECISION.**

## MISSION

**MAKE THE STUDENT-ATHLETE'S EXPERIENCE WORTHWHILE AND EQUIPPING ATHLETES WITH THE CULTURE AND WORK ETHIC THAT WILL ENABLE THEM TO COMPETE AND WIN IN EVERY ASPECT OF THEIR LIFE.**

## TRADITION

**"UNLEASH GREATNESS"**

THE CADDO MILLS ATHLETIC PROGRAM HAS LONG BEEN ONE OF THE MOST COMPETITIVE PROGRAMS IN THE STATE OF TEXAS. IT IS OUR DESIRE AND GOAL TO CONTINUE TO STRIVE TO TAKE OUR PROGRAM TO GREATER HEIGHTS EACH AND EVERY YEAR. IT IS OUR GOAL TO CONSISTENTLY COMPETE AT THE HIGHEST LEVEL IN THE STATE IN EVERY SPORT. THIS CAN ONLY ACCOMPLISHED THROUGH THE DEDICATION AND HARD WORK OF THE YOUNG WOMEN AND MEN WHO MAKE UP OUR ATHLETIC PROGRAM. THROUGH OUR EFFORTS WE CAN CONTINUE TO BUILD UPON THE GREAT TRADITION THAT HAS BEEN ESTABLISHED OVER TIME FOR CADDO MILLS HIGH SCHOOL AND CADDO MILLS MIDDLE SCHOOL.

***"THE WINNING TRADITION OF THE FOXES WILL NOT BE ENTRUSTED TO THE TIMID OR THE WEAK"***

**KODI CRANE  
ATHLETIC DIRECTOR**

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# EXPLANATION OF ATHLETICS

## UNDER LAW AND UIL RULES PARTICIPATION IN SCHOOL ATHLETICS IS A PRIVILEGE AND NOT A RIGHT

Students who volunteer to participate in athletics represent Caddo Mills ISD. For that reason, student athletes will be held to higher standards of conduct than for students not involved in athletics. Because only those students who abide by school and athletic rules will be allowed to represent Caddo Mills ISD, it is beneficial to coaches, student-athletes, and parent/guardian(s) to understand what is generally expected of each.

### COACHES WILL

- Communicate to parents the times and locations of all practices and game schedules
- Ensure that any other team requirements - for example, physical examinations, parent consent forms, special equipment, out-of-season conditioning - are communicated to parent/guardian(s)
- Monitor the safety of student athletes
- Encourage and assist student athletes in their classwork
- Schedule contests and travel arrangements
- Discipline of student-athletes
- Maintain compliance with UIL rules
- Teach athletic skills in a professional manner
- Teach sportsmanship and respect for game officials
- Assist in the care of athletic equipment and facilities
- Act as a positive role model for student athletes

### STUDENT ATHLETES WILL

- Be on time for practices and games
- Demonstrate discipline, teamwork, and effort at all athletic activities, including practices
- Exhibit sportsmanlike conduct at all times
- Practice and play to the best of your abilities
- Work hard in academic classes and maintain UIL eligibility
- Comply with the Caddo Mills ISD Student Code of Conduct and the rules in this handbook
- Properly care for athletic equipment, uniform, and facilities. This also means that athletic clothing provided by the district is not for students' personal use it and may not be worn away from practices or games (this includes shoes)
- Be role models on campus and in the community, and represent Caddo Mills ISD in a positive manner

### PARENT/GUARDIAN(S) WILL

- Provide positive support to your child and his/her team(s)
- Demonstrate sportsmanlike conduct at your child's practices and games, as well as towards coaches
- Encourage your child to attend all practices and games
- Provide or arrange for your child's transportation home from practices, and to practices if needed
- Be sure your child has any necessary equipment not provided the district
- Assist with booster club and/or fundraising efforts where possible
- Raise concerns directly with the coach so that the coach has an opportunity to address it first

If a conference between the coach and the parent/guardian(s) is necessary, the following procedures should be followed to help promote resolution:

- Call the coach to set up an appointment
- If the coach cannot be reached, call the school office and a meeting will be set up for you
- Please do not attempt to confront a coach before or after a contest or practice. Meetings of this nature do not promote resolution. If the meeting with the coach does not provide a satisfactory resolution, follow the proper chain of command

	1 <sup>ST</sup> CONTACT	2 <sup>ND</sup> CONTACT	3 <sup>RD</sup> CONTACT	4 <sup>TH</sup> CONTACT	5 <sup>TH</sup> CONTACT
MS GIRL	TEAM COACH	MS COORDINATOR	GIRLS COORDINATOR	AD	PRINCIPAL
MS BOY	TEAM COACH	MS COORDINATOR	AD	PRINCIPAL	
HS GIRL	TEAM COACH	GIRLS COORDINATOR	AD	PRINCIPAL	
HS BOY	TEAM COACH	AD	PRINCIPAL		

### BEHAVIOR EXPECTATIONS OF SPECTATORS

STATED DIRECTLY THROUGH UIL:

- Remember that you are at the contest to support and yell for your team, and to enjoy the skill and competition-not to intimidate the other team or its fans.
- Remember that school athletics are a learning experience for students and that mistakes are sometimes made. Praise student-athletes in their attempt to improve themselves as students, as athletes, and as people, just as you would praise a student working in the classroom.
- A ticket is a privilege to observe the contest, not a license to verbally assault others or be generally obnoxious.
- Learn the rules of the game of the game, so that you may understand and appreciate why certain situations take place.
- Show respect for the opposing players, coaches, spectators and support groups.
- Respect the integrity and judgement of game officials. Understand that they are doing their best to help promote the student-athlete, and admire their willingness to participate in full view of the public.
- Recognize and show appreciation for an outstanding play by either team.
- Refrain from the use of any controlled substances (alcohol, drugs, etc.) before, during, and after the game on or near the site of the event (i.e. tailgating).
- Use only cheers that support and uplift the teams involved.
- Be a positive role at events through your own actions and by censuring those around you whose behavior is unbecoming.
- Parent/guardian(s) and spectators should be aware that the school can (and should) remove them from the premises and can prohibit them from attending future contests due to undesirable behaviors.
- Game officials can ask that school administrators have unruly fans removed from a contest facility.
- There is no such thing as a “right” to attend interscholastic athletics. Interscholastic athletics are considered a “privilege” and the spectator who avails themselves of it is expected to conduct himself or herself accordingly.
- Keep in mind that you are a guest of the school, and that while winning is certainly an admirable goal, it is hollow if it comes at the expense of morals, ethics, and just plain common sense.
- The school is responsible for the behavior of their spectators. The school district can be and will be punished for actions of patrons in violation of UIL standards and rules.

## PHILOSOPHY OF ATHLETICS

Naturally, all student-athletes want as much playing time as possible. Parent/guardian(s) and student-athletes are reminded that all decisions about playing time, playing position, and team strategy position will be made by the coaching staff, using their professional judgment. Any concerns about these issues should be addressed by making an appointment and following the chain of command, please do not confront a coach before, after, or during practice or a game.

Decisions about playing time and position will be based on:

- **KNOWLEDGE OF THE ASSIGNED POSITION** - Coaches cannot and will not play student-athletes who do not demonstrate knowledge of their assignment. The coaching staff will devote extra time to student-athletes who ask for assistance in learning their position.
- **EFFORT** - Student-athletes are expected to show full effort at all times. Effort wins' games.
- **FOCUS AND MENTAL TOUGHNESS** - Through practice, coaches are able to determine who is demonstrating the necessary focus and mental toughness needed for athletic success.
- **CONTRIBUTION TO THE OVERALL TEAM** - Players who motivate their teammates to do better, and are always enthusiastic, prepared, and respectful will make a greater contribution to the team than those who do not demonstrate these qualities.
- **SKILL** - Assuming the characteristics above are equal, and they should be, then the student-athlete who has the most skills will likely earn playing time.
- Sub-Varsity, 7<sup>th</sup> grade through JV, coaches will make their best attempt to get everyone into the contest.
- Varsity level coaches will play the athletes that give the team the best chance to win. No playing guarantees will occur at the varsity level.

## ATHLETIC GOALS AND OBJECTIVES

**GOAL** - The student athlete shall become a more effective citizen and productive member of society.

**OBJECTIVES** – The student athlete shall learn:

- **TO WORK WITH OTHERS** - In a democratic society, a person must develop self-discipline, respect for authority, and the spirit of hard work and sacrifice. The team and its objectives must be placed higher than personal desires.

- **To BE SUCCESSFUL** - Our society is very competitive. We do not always win, but we succeed when we continuously strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. A successful person has a desire to excel and a “never quit” attitude.
- **To DEVELOP SPORTSMANSHIP** - To accept any defeat or victory like a true sportsman and to know that one has done his/her best are the signs of a good sportsman. We expect student-athletes to have positive desirable social traits, including emotional control, honesty, cooperation, and dependability. We expect student-athletes to respect opposing players, coaches, officials, spectators, and support groups. Treat them as you would want to be treated. Who better than they can understand all the hard work and team effort that is required?
- **To IMPROVE** - Continual improvement is essential. As a student-athlete, you must establish a goal and you must constantly try to reach that goal. A student-athlete should better himself/herself in the skills and characteristics set forth as being desirable.
- **To ENJOY ATHLETICS** - It is necessary for student-athletes to enjoy participation, to acknowledge all of the personal rewards to be derived from athletics, and to give sufficiently of themselves in order to preserve and improve the program.
- **To STRIVE FOR EXCELLENCE IN ALL THEY DO** - To be an active, contributing citizen, it is important for a person to strive to be the very best at what they are doing. When a person has a commitment to excellence, they will never settle for not doing their very best.

# ATHLETIC DEPARTMENT POLICIES

## ACTIVITY CONFLICTS

A student-athlete who participates in several extracurricular activities will, undoubtedly, be in a position of conflicting obligations. The Athletic Department recognizes that each student-athlete should have the opportunity for a broad range of experiences in the area of extracurricular activities, and, to this end, will attempt to schedule events in a manner to minimize conflicts. Student-athletes also have a responsibility to do everything they can to avoid ongoing conflicts. This would include using good judgment about participating in too many activities where conflicts are bound to occur. Student-athletes must immediately notify the appropriate faculty sponsors and coaches when a conflict does arise.

If a conflict arises, the decision of the athletic director will be made based on the following, and in this order:

- Varsity competition will supersede Sub-Varsity.
- District competition will supersede non-district.
- Team sport competition will supersede individual competition.

Once the decision has been made and the student-athlete has followed the decision, he/she will not be penalized by either the faculty sponsor or coach. If it becomes obvious that a student-athlete cannot fulfill the obligation of a school activity, he/she should withdraw from that activity.

## ATHLETIC PERIOD

Every team sport student-athlete shall be in an athletic period. Student-athletes who do not go through an off-season program will not be allowed to participate.

### Exception

- A student who moves into the district and does not have the opportunity to be in the athletic period
- When there is a conflict in the scheduling of academic classes as determined by the counselors and coaches. Not participating in the athletic period, may limit the students playing time.
- Student who only participate in XC, Golf, Tennis, Power Lifting, or Track will participate in their sport before and after school, and will not be in the athletic period.
- Any athlete who quits or is dismissed for athletics will be removed from the athletic period

## ATHLETIC AWARDS

Athletic awards are awarded by the coaches, subject to final approval by the athletic director. A student-athlete may qualify for an award in a sport only if he/she has met all of the following criteria:

- The student-athlete must complete the entire season in good standing.
- The student-athlete must participate in all workouts, excluding illness, emergencies, or participation in another school-sponsored function. All missed workouts may be made up.
- For varsity letter awards, the student-athlete must meet the specific guideline for the sport as listed below.
- A letter jacket will be awarded to a student-athlete once in their high school years of competition. The athletic jacket is given for competition on the varsity level.
- Any senior not meeting the criteria for receiving a letter jacket who has participated in athletics will receive a letter jacket.

### EXCEPTION

At his/her discretion, the coach of any sport may recommend for an award an athlete who has not met the guidelines above. There are times when an athlete contributes greatly to the team through personal effort, loyalty, attitude, etc., or has suffered an injury that prevented him/her from competing. Still, he/she continued to contribute to the team. Therefore, at the coaches' discretion and with the approval of the athletic director, such athletes may receive an award.

## LETTERING POLICY

Students at Caddo Mills High School may letter and receive jackets through their participation in extracurricular activities. By UIL guidelines the district can purchase one jacket for a student during the student's high school enrollment. The guidelines for earning a jacket are below that apply to all activities listed.

## JACKET POLICY

A jacket is earned after lettering. The lettering requirements for each extracurricular activity are listed below.

- A student must be in grades 9-12 to earn a jacket.

- Jackets will be ordered once in the fall semester and once in the spring semester.
- **COMPLETION OF THE SEASON REQUIRED FOR LETTERING:** Any student failing to complete a season due to his/her choice or due to disciplinary actions will not letter in that sport for the year. In non-athletic UIL activities, the director/sponsor will determine guidelines for the successful completion of the activity and inform the students about the guidelines.

#### **ATHLETIC MANAGER/TRAINER**

To letter, the student must participate and be in good standing for two years.

#### **BASEBALL, BASKETBALL, FOOTBALL, SOCCER, SOFTBALL, AND VOLLEYBALL**

A student can earn a letter through any of the following.

- Any senior finishing the year in good standing
- Actively participate in ½ or more of the games played throughout the year.
- Be in good standing at the end of the season, at the varsity level.

#### **CROSS-COUNTRY, POWERLIFTING, TRACK, GOLF, TENNIS**

- A student can earn a letter through any of the following.
- Any senior finishing the year in good standing
- Actively participating in ½ or more of the contests played throughout the year.
- Individually participate in a contest beyond district play. (area, regionals or state)
- Be in good standing at the end of the season at the varsity level.

### **ATHLETIC INSURANCE**

Caddo Mills Independent School District is committed to the well-being of the students and families of those participating in our athletic programs. For that reason, Caddo Mills ISD provides at no cost your son/daughter with a supplemental accident insurance policy while he or she is participating in any regularly scheduled and supervised practices and games governed by the UIL.

This supplemental insurance covers only medical expenses incurred due to accidents during those scheduled and supervised practices. This supplemental policy requires that all medical bills be first submitted to your family insurance. Then, any uncovered medical expenses, can be submitted to the supplemental policy. If you do not have any insurance on your child then and only then does our insurance pay for eligible medical costs.

This supplemental insurance is governed by its own rules and may not pay all medical costs. Any remaining balances will be the responsibility of the parents.

### **ATTENDANCE**

Always attend athletic practice - There are only three reasons to miss practices:

- Being sick in bed. In case you are so sick and you cannot attend school or practices, it is essential that you contact the coach by phone at school or home and let him/her know. NOTE: If you are well enough to come to school you are expected to be at practice and go as hard as you can.
- Having a serious injury and under the care of our athletic trainer or a doctor. (If you go to the doctor you must bring a doctor's note back to your coach.)
- An extenuating circumstance approved by the coach (example: death in the family or school related activity). NOTE: In the case where a player misses a practice for any other reason than outlined above, disciplinary action will be taken by the coaching staff. An athlete who walks off the field or court during practice will face disciplinary action. The consequences will be determined by the coaching staff.

**HIGH SCHOOL - 903.572.3164      MIDDLE SCHOOL - 903.572.3161**

The student-athlete will be required to make-up the conditioning work out, as set by their coach, before they will be able to participate in the next game or meet. Each sport has its own set of make-ups. Make-ups are not punishment.

**\*You are expected to attend all classes regularly unless you have an excused absence. On the day of a game/contest a student athlete must be in attendance at least 4 school hours to participate including the athletic period.**

(Exception: School business or special circumstances which should be cleared with the athletic director and head coach **in advance**)

**Be on time** for all athletic related functions, including practice, meetings, trips, tutorials and games. Players are expected to be on the field/court and ready at the time practice is scheduled.



Be in class. Be on time. If you must miss an athletic period or practice, call and talk to one of the coaches **before** the athletic period or practice. You may be required to make up time missed. Coaches can require a “make-up for missing practice or the athletic period. Repeated absences may result in dismissal from the team.

## CARE OF EQUIPMENT/LOCKER ROOM EXPECTATIONS

Players are issued equipment purchased by the school district. This equipment should be turned in at the end of the school year. If an athlete does not turn equipment back in they will be charged for lost equipment. Players must hang up equipment in their assigned locker and clean it. Do not track mud and dirt into the dressing rooms; take off cleated shoes before entering the dressing rooms. When changing into workout gear, hang up clothes in assigned locker and lock up all of valuables. It is the responsibility of the athlete to secure all valuables. Latrines and toilets are to be flushed and showers and faucets turned off completely. All trash should be thrown in a trash can, including soda cans. Clean up in and around your locker each day. No cell phones are allowed in the locker room.

## CLUB ACTIVITIES

A club is a sports program outside of the school that is not affiliated with UIL athletics. While student-athletes may participate in club sports, Caddo Mills ISD athletes’ obligations are to their school team first. Absences for a club event will not be excused.

## COACHES RULES

Coaches may establish additional rules and regulations for their respective sports with the approval of the Athletic Director. These rules pertaining to a particular sport must be explained to the parents and the student-athletes in writing, by the coach at the start of the season. Penalties for violation of team rules shall be administered by the coach.

## CODE OF CONDUCT

Students who participate in Caddo Mills ISD athletics are expected to abide by the district’s Student Code of Conduct **AND** the Athletic Code of Conduct below. A student may be disciplined for violations of either or both the Caddo Mills ISD and Athletic Code of Conduct. The coaching staff will determine whether a violation of the Athletic Code of Conduct has occurred and will assess the appropriate consequence. **In addition, coaches retain the discretion to discipline, suspend, or remove a player for misconduct not specifically addressed in this handbook.** As used in this Code, suspension means the student will remain in the program, but may not participate in any contest during the suspension period. Suspension from participation and/or consequences are to be determined by the head coach and the athletic director.

**Note: Any student-athlete who is charged with and under indictment for a felony crime will be precluded from participating in any athletic event until the student-athlete is cleared of the pending charges.** This action should not be considered a presumption of guilt, but rather it affords the accused student-athlete the time and opportunity to clear his/her name.

Consequences for athletic conduct violations are described below, and they may also include:

- Oral correction or reprimand
- Assigning cooling-off time or “time-out”
- Counseling by coaches
- Parent-coach conference
- Behavioral contracts
- Suspension of athletic participation privileges
- Dismissal from team and/or program
- Other techniques or penalties relevant to the sport, as identified by the coach

\*\*\* All consequences will be administered by the sport head coach, girls’ coordinator, athletic director or a designee. All consequences will be similar, but will not be exactly the same from sport to sport.

No student who is expelled, placed in DAEP, or receives an out-of-school suspension may participate in athletics during the term of his/her discipline. While parents may appeal the disciplinary placement, the student will continue to be suspended from athletics during the period of any appeal. Students may also be suspended during the pendency of any investigations of misconduct.

If a student-athlete is placed in **ISS**, the student

- will attend all practices;
- will receive an unexcused absence for athletics class;

- may be given additional physical consequences by the sport head coach or by the girl's coordinator for girls and the athletic director for boys if the placement happens when the athlete is not in season.

**While serving an ISS placement the student athlete is ineligible to participate in or attend any athletic contest. Once the ISS placement is complete they may participate as long as they are cleared through their sport head coach.** Should a student be placed in ISS multiple times, consequences will increase and could result in removal from athletics.

## **DAEP PLACEMENT**

**While serving a DAEP placement the student athlete is ineligible to participate in any athletic event, attend any athletic event, or be present on any school athletic facility, home or away. DAEP placement may result in the removal of the student from athletic participation.**

### **STUDENTS PLACED INTO DAEP SHOULD EXPECT**

A meeting with the parent, student, and an athletic representative as the term at DAEP begins and as the term ends. The athletic discipline meeting will take place immediately following the discipline meeting with the campus principal, and will be used to clearly communicate additional athletic consequences and expectations moving forward.

**\*\*\*Before the student leaves the school campus they need to secure any personal items or valuables from their locker. They are encouraged to turn in all athletic items so they do not get lost or stolen.**

### **IN SEASON DAEP PLACEMENT**

- If the term of placement is 30 days or longer the athlete will not be allowed to finish the season.
- If the term is less than 30 days the athlete *may* be allowed to continue to participate *after* all missed practices and games are made up through the coach depending on the following.
  - Time of the season the offense occurred. (Will the athlete be able to make up all missed activities, and integrate back into the team before the end of the season.
  - The nature of the offense
  - Cumulative students discipline record

\*The conditioning make-up for all practices and games missed along with games missed during placement will exempt them from the step consequences off season placement requires. This will be considered a major offense and will count as a step on any future offense.

- If the athlete does not finish the season because of a DAEP placement they could be considered as not finishing the season in good standing and could possibly
  - Not be nominated for post season awards
  - Not be eligible for an athletic letter or letter jacket
    - In the event the student is placed in DAEP at the conclusion of district play and/or post district, this decision will be made at the coach's discretion considering the offense.
  - Will not be recognized as a participant at the postseason banquet

### **OFF SEASON DAEP PLACEMENT**

- Upon return from DAEP the student will follow the step level for major offences, described in detail in this policy manual, before being considered in good standing.
- If an athlete is placed in DAEP during the offseason and their sport begins while they are still serving the term participation will be discussed in detail during the meetings before and after the term.

Multiple DAEP placements show a pattern of behavior not conducive to our athletic purpose and may result in removal from athletics. Coaches and the athletic director may consider previous years DAEP placements as well.

## **CMISD RANDOM DRUG TESTING**

Exemplary behavior is expected of student-athletes under the jurisdiction and sponsorship of Caddo Mills ISD schools and the Caddo Mills ISD athletic department.

**There is no acceptable reason for alcohol or illegal substances to be used by any student-athlete in our athletic programs at any time during the calendar year, nor are there acceptable reasons for Caddo Mills ISD student-athletes to be present where illegal or controlled substance activities occur at any time during the calendar year.** Any student-athlete whose drug testing sample is deemed to be positive by the drug testing company will adhere to the following consequence progression.

## CONSEQUENCES FOR A POSITIVE DRUG TEST

Any student who tests positive for a drug in a test conducted under the provisions of this policy will face the following consequences.

- **First Positive Test Result.**
  - A conference between the athlete, parent, coach and school official.
  - 14 calendar day suspension from game competition. (Athlete will be required to attend all practice and training sessions depending on the timing of the positive test)
  - 10 for 10 - Ten laps running for 10 consecutive days as described below
  - Undergo Drug counseling as described in the CMISD Mandatory Drug Testing Guidelines
  
- **Second Positive Test Result.**
  - A conference between the athlete, parent, coach and school official.
  - 30 calendar day suspension from game competition. (Athlete will be required to attend all practice and training sessions depending on the timing of the positive test)
  - 10 for 20 - Ten laps running for 20 consecutive days as described below
  - Undergo Drug counseling as described in the CMISD Mandatory Drug Testing Guidelines
  
- **Third Positive Test Result.**
  - A conference between the athlete, parent, coach and school official.
  - 90 calendar day suspension from game competition. (Athlete will be required to attend all practice and training sessions depending on the timing of the positive test)
  - 10 for 20 - Ten laps running for 20 consecutive days as described below
  - Undergo Drug counseling as described in the CMISD Mandatory Drug Testing Guidelines
  
- **Fourth Positive Test Result.**
  - Athlete will be removed from all Caddo Mills Athletics for their remaining time at CMISD

To regain athletic privileges after the required suspension the athletes must complete all requirements and turn in all documentation noted in this handbook and the CMISD Mandatory Drug Testing Guide

If a positive test happens during the season the sport coach, girls athletic coordinator and/or the athletic director will determine if the athlete will be allowed to finish the season after the completion of the suspension by the point in the season the suspension occurred. A positive test could result in removal from an in-season sport if it is determined that there is not enough of the season left for the athlete to contribute to the season.

If a positive drug test happens during an athletes off season the suspension will take place during the athletes next athletic season.

A positive test before the season that carries through the first of the season may prohibit the athlete from participating in tryouts.

An athlete serving a suspension that has not been completed at the end of the school year may carry over into the summer, and/or the next school year.

## OTHER SERIOUS CONDUCT VIOLATIONS

- Any arrest.
- Engaging in theft, destruction, or misuse of school district property.
- Engaging in hazing, harassment or bullying of others as defined by the Caddo Mills ISD Student Code of Conduct.
- Maintaining or being identified on a website, social media site, or blog that depicts or promotes behavior that is illegal or is sexual in nature, *at any time and regardless of whether the conduct is on school property or at a school-related activity.*
- Engaging in conduct prohibited by the Caddo Mills ISD's Student Code of Conduct that is punishable by suspension or expulsion.

## CONSEQUENCES FOR DRUG/ALCOHOL VIOLATIONS AND OTHER SERIOUS CONDUCT VIOLATIONS

### FIRST OFFENSE

The first-time offender will follow CMISD policy. complete a 10/10 which is the running of 10 laps around the track for 10 consecutive days. A coach must watch the 5 laps for that day to count. If a day is missed 2 days are added to the

remaining days. If a student-athlete chooses to complete multiple days he/she must complete the laps in groups of 5 laps. The student-athlete will also be denied participation in all athletic events for one week from the date of violation during competition and until all running is completed.

#### **SECOND OFFENSE**

A second offense during the student's middle school/high school career will result in a completion of a 10/20 which is the running of 10 laps around the track for 20 consecutive days. A coach must watch the 10 laps for that day to count. If a day is missed 2 days are added to the remaining days. If a student-athlete chooses to complete multiple days he/she must complete the laps in groups of 10 laps. The student-athlete will also be denied participation in all athletic events for 2 months from the date of violation during competition and until all running is completed.

#### **THIRD OFFENSE**

A third offense during the student's middle school/high school career will result in the expulsion of that student-athlete from the athletic program for a calendar year. After the calendar year the Athletic Director and Campus Administrators will grant or deny the student-athlete's reinstatement.

#### **FOURTH OFFENSE**

The student-athlete's participation in all athletic activities will be revoked for the remainder of the time the student-athlete attends that campus, or any other Caddo Mills ISD campus

**NOTE:** If a student-athlete is subsequently cleared of charges and no action (disciplinary or legal) results, the student-athlete may be reinstated immediately into the athletic program if the Caddo Mills ISD administration determines there was no violation of rules.

### **GENERAL CONDUCT VIOLATIONS**

- Engaging in general misconduct prohibited by the District's Student Code of Conduct.
- Violating the District's standards for dress and grooming or the standards set for the specific extracurricular activity; and
- Poor classroom / school behavior
- Being late to or absent from games, meetings, practices, performances, camps, and/or other events without permission from the coach.
- Engaging in acts of poor sportsmanship, such as cheating, using profane language, or taunting other participants.
- Being insubordinate or disrespectful to a referee, coach, or sponsor.
- Being disruptive during a game meeting, practice, performance, camp, and/or other event.
- Failing to return school district property.
- Violating the established rules or guidelines of a specific extracurricular activity in which the student-athlete participates.

### **CONSEQUENCES\*\* GENERAL CONDUCT VIOLATIONS**

The student will be subject to one or more of the following consequences, at the coach's discretion

- Additional conditioning
  - Do Rights, Get Rights, Hard Yards etc.
- Verbal warning
- Reprimand
- Removal from one or more games
- Behavior contracts
- Suspension from participation
- Placement on a behavior contract
- Removal from the team
- Revocation of participation in athletics for the remainder of the student's time at that campus

\*\* Definitions: Unless otherwise stated, for the purposes of this Athletic Code of Conduct

**DAYS** - means school days, but also includes any non-school days in which a competition or event occurs, such as camps during the summer or on school holidays;

**SUSPENSION** - means that the student-athlete will not be permitted to participate in any competition, contest, scrimmage. The student-athlete must continue to participate in practices.

### **IN GAME CONDUCT VIOLATIONS**

During athletic contests our athletes represent themselves, this athletic program, this school, and community. We expect our athletes to be highly competitive, but maintain poise and class at all times. Any of the following will receive a conditioning consequence administered by the head coach.

- Ejected from a contest
- 15-yard post snap penalty in football
- Red Card in soccer

- Technical Foul in basketball

## **COLLEGE RECRUITMENT**

In the event a student-athlete should be contacted personally by a college recruiter, he/she should work through his/her coach and the athletic department. Inform your coach of such a contact as soon as possible. NCAA standards are available in the athletic department office or counseling center.

## **DISCIPLINARY REMOVAL**

If it becomes necessary to consider removing a student-athlete from a team or the athletic program, the coach of that team will notify the athletic director. The student-athlete will have an opportunity to confer with the coach and the athletic director. Parents will receive notification and be invited to attend the conference.

## **DRESS CODE AND APPEARANCE**

The Caddo Mills ISD student dress code is enforced in athletics as well. Student-Athletes are expected to look professional at all times, both in uniform and out. Your appearance away from the field house or gym, especially at school, should demonstrate pride in our program. Everyone will wear his/her uniform in the identical manner, as directed by the head coach.

### **THE FOLLOWING RULES ALSO APPLY TO ALL STUDENT-ATHLETES**

- The athletic department will follow all school code of conduct concerning hair length, hair coloring, designs in hair.
- The athletic department will follow all school code of conduct concerning facial hair.
- The athletic department will follow all school code of conduct on piercings.

## **ELIGIBILITY TO PARTICIPATE**

### **PHYSICAL EXAMINATION**

A physical examination is required for incoming 7<sup>th</sup>, 9<sup>th</sup> and 11<sup>th</sup> grade student-athletes or if the student-athlete was injured the previous year. The physical examination form is available from the athletic trainer or the coaches. Use only the approved UIL form to record physical examinations. Club or organization forms will not be accepted. The physical examination covers all sports for the year. A group physical will be scheduled by the athletic trainer during the month of May of the preceding school year for all student-athletes.

### **ATHLETIC DEPARTMENT FORMS PACKET**

This packet must be filled out completely and includes (1) Pre-participation Physical Evaluation-Medical Form (2) Acknowledgement of Rules (3) UIL Parent and Student Agreement/Acknowledgement Form-Anabolic Steroid Use and Random Steroid Testing (4) Concussion Acknowledgement Form (5) Sudden Cardiac Arrest Awareness Form (6) Emergency Card Information (7) consent to participate and information form; (8) medical history and consent to medical treatment; (9) Physical.

### **ACKNOWLEDGMENT OF CADDO MILLS ISD ATHLETIC HANDBOOK**

The last page of this handbook should be signed by the student-athlete and the parent/guardian. It should then be returned to the Athletic Department. This shows receipt of the Athletic Handbook and acknowledges that the student-athlete and parent/guardian will comply with the rules and policies contained in the Athletic Handbook.

### **ACADEMIC ELIGIBILITY**

A student-athlete in grades 9-12 may participate in extracurricular activities on or off campus at the beginning of the school year only if the student-athlete meets the following requirements:

**FRESHMAN** - must have been promoted from the eighth grade to ninth grade.

**SOPHOMORE** - must have at least 5 credits toward state graduation requirements.

**JUNIOR** - must have at least 10 credits toward state graduation requirements or, during the preceding 12 months, have earned 5 credits toward state graduation requirements.

**SENIOR** - must have at least 15 credits toward state graduation requirements or during the preceding 12 months, must have earned 5 credits toward state graduation requirements.

A student-athlete participating in UIL activities will be suspended from participation in athletic competitions \*\* after a nine-week grading period in which the student received a grade lower than a 70 on a scale of 100 in any academic class (other than an identified honors, advance placement or dual credit course). This suspension continues for at least three weeks. The grades will be reviewed at the end of each three-week period; the suspension will be removed if the student is passing ALL classes with a grade equal to or greater than a 70.

In order to remain eligible a student-athlete must pass all courses each nine-weeks grading period. If a student-athlete fails one or more courses for a six weeks grading period, the grades for all courses will be checked at the end of the designated status reporting period (approximately 3 weeks) and the student-athlete will regain eligibility if he/she is passing every course. When any change in eligibility takes place, it is seven days before the change is effective.

In the case of a student-athlete with a disability that significantly interferes with the student's ability to meet regular academic standards, an academic suspension must be based on the student's failure to meet the requirements of the student's IEP, as determined by the Admission, Review, and Dismissal (ARD) committee.

An academically suspended student-athlete may not be reinstated to participate in athletics until, after at least three weeks or the end of the school year, the student-athlete is academically eligible as determined by the campus principal and classroom teachers.

**\*\* THE STUDENT MUST ATTEND AND PARTICIPATE IN ALL PRACTICES AND/OR TRAINING SESSIONS. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN REMOVAL FROM THE ATHLETIC PROGRAM.**

**AGE**  
To participate in athletics, at any level, a student-athlete cannot have reached his/her 19<sup>th</sup> birthday before September 1<sup>st</sup> of the applicable school year. In addition, no ninth grade student is eligible to play if he/she has reached his or her 16<sup>th</sup> birthday before September 1<sup>st</sup>.

In addition, at the middle school level, the following local and district age rules shall be followed:

- 8th grade - A student cannot have reached his or her 15<sup>th</sup> birthday before September 1<sup>st</sup>. Anyone repeating the 8th grade is not eligible to play on the 8th grade team.
- 7th grade - A student cannot have reached his or her 14<sup>th</sup> birthday before September 1<sup>st</sup>.

**UIL INFORMATION**  
UIL has developed a Parent Information Manual, which is located at <http://www.uilTEXAS.org/files/athletics/manuals/parent-information-manual.pdf>. Please go to the website and read this manual. If you do not have Internet access to this document, you can pick up a copy from the athletic department.

**2024-2025 UIL ELIGIBILITY CALENDAR**

**1<sup>ST</sup> 9 WEEKS • AUGUST 14<sup>TH</sup> - OCTOBER 10<sup>TH</sup>**

SEPTEMBER 20 <sup>TH</sup>	6 WEEKS GRADE CHECK	LOSE ELIGIBILITY EFFECTIVE SEPTEMBER 27 <sup>TH</sup>
OCTOBER 10 <sup>TH</sup>	9 WEEKS REPORT CARD	LOSE/REGAIN ELIGIBILITY EFFECTIVE OCTOBER 17 <sup>TH</sup>

**2<sup>ND</sup> 9 WEEKS • OCTOBER 15<sup>TH</sup> - DECEMBER 19<sup>TH</sup>**

NOVEMBER 4 <sup>TH</sup>	3 WEEKS GRADE CHECK	REGAIN ELIGIBILITY EFFECTIVE NOVEMBER 11 <sup>TH</sup>
NOVEMBER 22 <sup>ND</sup>	6 WEEKS GRADE CHECK	REGAIN ELIGIBILITY EFFECTIVE DECEMBER 6 <sup>TH</sup>
DECEMBER 19 <sup>TH</sup>	9 WEEKS REPORT CARD	LOSE/REGAIN ELIGIBILITY EFFECTIVE JANUARY 14 <sup>TH</sup> (NO INELIGIBILITY DURING THE HOLIDAYS)

**3<sup>RD</sup> 9 WEEKS • JANUARY 7<sup>TH</sup> - MARCH 14<sup>TH</sup>**

JANUARY 28 <sup>TH</sup>	3 WEEKS GRADE CHECK	REGAIN ELIGIBILITY EFFECTIVE FEBRUARY 4 <sup>TH</sup>
FEBRUARY 20 <sup>TH</sup>	6 WEEKS GRADE CHECK	REGAIN ELIGIBILITY EFFECTIVE FEBRUARY 27 <sup>TH</sup>
MARCH 14 <sup>TH</sup>	9 WEEKS REPORT CARD	LOSE/REGAIN ELIGIBILITY EFFECTIVE MARCH 28 <sup>TH</sup>

**4<sup>TH</sup> 9 WEEKS • MARCH 24<sup>TH</sup> - MAY 22<sup>ND</sup>**

APRIL 11 <sup>TH</sup>	3 WEEKS GRADE CHECK	REGAIN ELIGIBILITY EFFECTIVE APRIL 18 <sup>TH</sup>
MAY 2 <sup>ND</sup>	6 WEEKS GRADE CHECK	REGAIN ELIGIBILITY EFFECTIVE MAY 9 <sup>TH</sup>

**STUDENTS WHO FAIL AT THE END OF THE GRADING PERIOD MAY RECAPTURE ELIGIBILITY 7 CALENDAR DAYS AFTER THE END OF THE GRADE CHECK IF THEY PASS ALL OF THEIR CLASSES. IF A GRADING PERIOD OR THREE SCHOOL WEEK EVALUATION PERIOD ENDS ON THE LAST CLASS DAY PRIOR TO A SCHOOL HOLIDAY OF ONE CALENDAR WEEK OR MORE (E.G. SPRING BREAK, WINTER HOLIDAYS), THE 7 CALENDAR DAY GRACE PERIOD TO LOSE ELIGIBILITY AND THE 7 CALENDAR DAY WAITING PERIOD TO REGAIN ELIGIBILITY BEGINS THE FIRST DAY THAT CLASSES RESUME.**

**ALL STUDENTS ARE ELIGIBLE DURING THANKSGIVING, WINTER & SPRING BREAK**

**ILLNESS OR INJURY**

Caddo Mills ISD provides a professional, certified trainer to student-athletes. If you have an injury, see our trainer first. They will either treat you or refer you to a physician. If you must leave school because of an illness, contact or come by

the coaches' office or training room. If you are ill or injured, you are not expected to work out, but if you are at school, you are expected to wear the uniform of the day and accompany your group or team unless given special permission by your head coach or the trainer.

## **MULTIPLE SPORTS**

Student-athletes are encouraged to participate in more than one sport; however, eligibility to participate in a particular sport will not be based upon participation in a second sport. Student-athletes who attempt to participate in multiple sports whose seasons overlap may encounter schedule conflicts. When and if conflicts arise, the coaches of the sports will work out a solution. If a solution cannot be found, then the athletic director will make a decision.

## **PROMPTNESS**

Always be on time. After the final bell rings, you do not have time to waste; go directly to the field house. Tardiness will result in disciplinary action. On trips, the bus will not wait.

## **QUITTING**

Anyone quitting a sport after a trial period (usually after the first contest) will not be allowed to participate in another sport until the season of the sport quit is completed or unless the head coaches of both sports agree that the student-athlete would be better served in the other sport. The Athletic Director may, at his discretion, make an exception to this rule when an event outside the control of the athlete or his/her family causes the student-athlete to drop a sport. Anyone walking off the field or gym floor during a practice or game will be considered to have quit that team.

## **RESPECT FOR OTHERS**

Coaches should receive "Yes Sir/Ma'am" responses from players. Players in return will be treated with respect by their coaches. Show respect for the opposing players, coaches, officials, spectators and support groups. Treat others as you would want to be treated. A student-athlete who fails to demonstrate respect will have consequences at the discretion of the coach or the athletic director. Depending on the severity of the offense or continued infractions may result in suspension.

## **SOCIAL MEDIA**

Athletes are responsible for their posts on social media. This policy will apply for any post contradictory to the CMISD Student Code of Conduct or the CMISD Athletic Handbook.

## **SQUAD SELECTION**

In accordance with our philosophy of athletics and our desire to see as many students as possible participate in our athletic program, we encourage coaches to keep as many students as they can without disrupting the integrity of their sport. Time, space, facilities, equipment, personal preference, and other factors will dictate the most effective squad size for any particular sport.

## **STERIOD TESTING/NUTRITIONAL SUPPLEMENT USE**

No person may use, possess, dispense, deliver or administer a steroid in the state of Texas unless legally permitted to do so by a medical doctor's prescription. Any use, possession, dispensing, delivery or administration of steroids is subject to athletic consequences and possible criminal sanctions since a violation of the steroids laws is criminal offense punishable by confinement in jail or imprisonment.

Consistent with UIL rules, students who participate in athletics will be subject to random steroid testing. Students and parents must be aware that dietary or nutritional supplements can also contain, or be contaminated with, steroid-like chemicals that can cause a 'positive' test result. A positive test will result in loss of eligibility for a minimum of 30 days. Contact the University Interscholastic League at 512.471.5883 or online at [www.uil.utexas.edu](http://www.uil.utexas.edu) with questions or to obtain additional information.

Student-athletes are responsible for everything they eat, drink and put into their body. Ignorance and/or lack of intent are not acceptable excuses for a positive steroid test result.

Nutritional or dietary supplements include but are not limited to:

- supplements marketed as 'pro-hormones' of testosterone (e.g.; andro, DHEA, etc.)
- herbal extracts (e.g. cypripedium, saw palmetto, tribulus terrestris, etc.)
- protein powders, amino acids supplements and Creatine
- vitamin supplements and mineral supplements

Health consequences associated with steroid use include but are not limited to:

- In males, reduced sperm production, shrinking of the testicles, impotence, difficulty or pain in urinating, baldness, and irreversible breast enlargement.
- In females, development of more masculine characteristics, such as decreased breast size, deepening of the voice, excessive growth of body hair, and loss of scalp hair.
- In adolescents of both sexes, premature termination of the adolescent growth spurt, resulting in permanently shorter stature than without the steroid use.
- In males and females of all ages, potentially fatal liver cysts and liver cancer; acne; blood clotting, cholesterol changes, and hypertension, all of which can promote heart attack and stroke.
- In injectors of steroids, infections may result from the use of shared needles or non-sterile equipment, including HIV/AIDS, hepatitis B and C, and infective endocarditis, a potentially fatal inflammation of the inner lining of the heart. Bacterial infections can develop at the injection site, causing pain and abscess.

## TRAINING ROOM RULES

- If you are not injured, **STAY OUT!** Only those needing treatment or rehabilitation are allowed in the Training Room.
- Clean up after practice before seeing the trainer. Wear shorts and shirt into the Training Room.
- Cleated or muddy shoes are not allowed. Leave them in your locker or the front room.
- All equipment must stay outside the Training Room unless it is already worn prior to entering.
- After getting taped, leave the Training Room. Finish suiting up outside.
- Don't waste time in the field house after leaving the Training Room. Be at practice on time!
- Ice is for injuries only!
- Loud talking, excessive noise, horseplay, visitation or loitering will not be allowed.
- Absolutely no food or drink of any kind is allowed in the Training Room.
- Stay off the tables and equipment unless receiving treatment or rehabilitation.
- Do not handle any equipment on your own.
- Treatment is offered every morning at 7am, during the athletic period with the consent of the trainer and coach, and after school when the trainer is available.
- No student-athlete should be allowed to leave another class to receive treatment from the trainer.

## TIPS FROM THE TRAINER

Your son/daughter may periodically come home after practice or a game complaining of aches or pains. This is normal as the level of training and competition increases throughout his/her development in the athletic program. The district employs an athletic trainer who is trained to manage and treat injuries that occur during athletic practices and competitions. If you have any questions about the health of your son/daughter, please contact one of the trainers by calling the Caddo Mills High School 903.527.3164.

Basic tips to keep in mind when your son/daughter may complain of an ache or pain:

- Never apply heat to a suspected injury. Always apply ice for 15-20 minutes to help reduce swelling and pain.
- Bumps and bruises are normal and should be treated with the RICE method. RICE stands for Rest (get off of the injured limb), Ice (apply ice 3-4 times a day for 15-20 minutes each), Compression (apply an Ace wrap snugly to reduce swelling), and Elevation (rest the limb even or above the level of the heart).
- It is recommended that student-athletes see the trainer before going to the doctor.
- The trainer is in the Training Room every morning at 7 a.m. to evaluate and treat any athlete who may have an ache or pain.
- Anyone who does go to the doctor should bring a note from that doctor to the trainer which states their practice or game status, recommended treatments, or special instructions to the trainer.

## TRAVEL

All student-athletes represent the community, school, and coaches. Therefore, it is expected that all will dress and conduct themselves in an acceptable manner on trips. When missing classes is necessary because of an athletic event, it is the responsibility of the student-athlete to see his/her teacher the **day before** the missed classes. All work shall be made up as assigned by the teacher. All athletes making a trip on the bus will return on the bus unless in an emergency situation or when parents are present and there is a good reason for returning with them. This must be cleared with the head coach prior to the trip. Student-athletes may not return from trips in any other manner except on the bus or with their own parents. Any other travel arrangements must be cleared with the Athletic Director prior to the event.

## VACATIONS

Vacations by athletic team members during a sport season are discouraged and while family obligations will always take precedence over program requirements, parents and student-athletes who expect conflicts between vacations and



program requirements may wish to reassess their decision to be involved in athletics. We urge parents not to plan family vacations during times that will present conflicts.

In the event of an absence due to a vacation that is unavoidable, an athlete must:

- Contact the head coach prior to the vacation.
- Be willing to accept any consequences related to their status on the squad as a starter, 2nd string, 3rd string, etc.

## **WEIGHT ROOM RULES**

- Proper workout clothes are required.
- Have a **spotter** present when doing heavy free bar exercises.
- Do not move weight equipment from its designated area.
- No weights on the floor at any time. All weights have a rack. Put them back on the proper rack after each lift.
- Do not bring footballs, basketballs, soccer balls, book bags, or other foreign objects into the weight room area.
- Absolutely **NO** food or drink of any kind allowed in the weight room area. **This includes gum!!**
- No horseplay of any kind.
- Weight room equipment must stay in weight room at all times.
- No spitting on the floor.
- For safety reasons, no jewelry may be worn while in the weight room area.

# PERMISSION TO PARTICIPATE IN ATHLETICS

## ACKNOWLEDGEMENT OF RECEIPT OF ATHLETIC CODE OF CONDUCT

Student Name: \_\_\_\_\_

Grade: \_\_\_\_\_

I/we have received a copy of the 2023-2024 Caddo Mills I.S.D. Athletic Handbook and Code of Conduct and I/we agree to follow it as it is written. We have read it and understand the information, rules, and regulations in the handbook which is required for extracurricular participation.

I have read the Illegal Steroid Use information contained in this Handbook and acknowledge that a prerequisite of my student's participation in UIL activities is that they refrain from illegal steroid use and agree that, if selected for participation in athletics, he or she will submit to testing for the presence of illegal anabolic steroids in their body. I consent to any such testing conducted. I understand that prescription drugs may cause positive test results and that it is my responsibility to supply proof that any such drugs were legally prescribed. I further acknowledge that I have been given the opportunity to ask questions about the drug testing policy.

I am aware that web address for the UIL Parent Information Manual regarding health and safety issues and my responsibilities as a parent/guardian can be found at <http://www.uil texas.org/files/athletics/manuals/parent-information-manual.pdf>. I understand that failure to provide accurate and truthful information on any UIL forms may subject my student to penalties, as determined by the UIL.

Your signature below gives authorization that is necessary for the school district, its' athletic trainers, coaches, associated physicians and student insurance personnel to share information concerning medical diagnosis and treatment for your student.

If there are any questions regarding our extracurricular rules and regulations, please contact the Athletic Director.

This is not a contract and confers no contractual rights, and if anything in this constitution conflicts with board policy then board policy applies.

### Student Certification

I have read the Illegal Steroid Use information and agree that a prerequisite of my participation in UIL athletic activities is that I will, if selected, submit to testing for the presence of anabolic steroids in my body. As a prerequisite to participation, I agree that I will not use illegal anabolic steroids. I understand that failure to provide accurate and truthful information could subject me to penalties as determined by UIL.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

*Caddo Mills ISD prohibits discrimination on the basis of age, race, religion, color, national origin, sex, gender, and/or disability in its programs, services or activities in compliance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.*

*Caddo Mills ISD prohíbe la discriminación con base en edad, raza, religión, color, nacionalidad, sexo, y/o discapacidades en sus programas, servicios, o actividades, de conformidad con el Título VI del Acta de Derechos Civiles de 1964, enmendado; el Título IX de las Enmiendas de Educación de 1972; y la Sección 504 del Acto de Rehabilitación de 1973, enmendado.*