



CHARLOTTE I.S.D.
ATHLETIC DEPARTMENT

2024-2025

ATHLETIC CODE OF CONDUCT
HANDBOOK

Charlotte I.S.D. - Athletic Code of Conduct

Trojan Athletics:

According to University Interscholastic League rules (Texas Athletics' governing body), being in athletics is a privilege and not a right. Only those students who abide by school and athletic policies will be allowed to represent CISD. When young men and women sign up for athletics and become a member of a team, they make a commitment. This is a voluntary commitment; therefore, they are expected to follow rules of order.

An "Acknowledgement of Rules" form, which states the rules set forth by the University Interscholastic League, is handed out at the beginning of each year. Parents and participants should read this document carefully before signing and returning it to the coach.

All participants must abide by all rules that are set forth by the school district or the individual campuses throughout the district. Special notice should be made regarding the section on extracurricular activities in the Student Handbook. This Athletic Code of Conduct will not take the place of the CISD Student Code of Conduct.

Parents should strive to help their son or daughter achieve success in athletics. Success is defined as participating at 100% of the individual's ability. We can never expect athletes to do more than that which they are capable of; however, we do want them to obtain their fullest potential. Supportive parents can instill this desire in student athletes long after their playing days are over by seeing that the student is on time, attends practices and games, and follows the rules and regulations.

Violations of these rules may result in penalties at the coach's discretion. These include and may be a combination of extra training, athletic probation, suspension, and possible expulsion from athletics.

1. Mandatory Athletic Forms

A. Physical Examination

A physical examination is required for ALL Charlotte student athletes. Use only the approved UIL form to record physical examinations.

B. Athletic Department Forms Packet

This packet includes: (1) UIL Acknowledgement of Rules, (2) Personal Student and Parent Information, (3) Medical History and Physical Form, (4) UIL Steroid Notification, (5) UIL Concussion Acknowledgement form (6) Cardiac Form. The packet should be filled out completely. Do not leave any requested information blank.

C. Safety Training Acknowledgement Form

Safety training will be provided. Please see the attached form to sign and acknowledge this training and to see further information.

Charlotte I.S.D. - Athletic Code of Conduct

D. Acknowledgement of CISD Athletic Code of Conduct

The last page of this handbook should be signed by the student athlete and the parent/guardian. If you have any questions or need clarification, schedule a time to talk with the Athletic Director before signing. It must be returned to the appropriate Head Coach. This shows receipt of the Athletic Code of Conduct and acknowledges that the student-athlete and parent/guardian will comply with the rules and policies contained in the Athletic Code of Honor.

2. Parent/Coach Relationship

Support of the community is appreciated; however, negative comments and disruptive behavior will not be tolerated at any sporting event. All spectators are expected to be considerate of all coaches, officials, managers, and athletes. District officials may eject any spectator at their discretion. For more information about the parent/coach relationship please see the UIL manual at <http://www.uiltexas.org/athletics/manuals>

By establishing an understanding between coaches and parents, both are better able 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 of both parent and athlete. Coaches have the right to know that if parents have a concern, they will discuss it with the coach at the appropriate time and place. Parents and spectators are expected to remain outside of the team areas, playing surfaces, and locker rooms. Coaches are permitted to have closed practices as they deem necessary.

A. Communication parents should expect from their child's coach:

- 1) Coach's philosophy.
- 2) Expectations the coach has for the athlete, as well as other players on the team.
- 3) Locations and times of practices and contests.
- 4) Team requirements, i.e., fees, special equipment needed, school and team rules, offseason expectations.
- 5) Procedures that will be followed if an athlete becomes injured during participation.

Charlotte I.S.D. - Athletic Code of Conduct

B. Communication coaches expect from parents:

- 1) Concerns regarding the athlete expressed directly to the coach at the appropriate time and place.
- 2) Specific concerns concerning the coach's philosophy and/or expectations.
- 3) Notification of any schedule conflicts well in advance.

*It is important to understand there may be times when coaches, parents, and athletes disagree. These are the times when discussion with the coach is encouraged.

C. Appropriate concerns to discuss with a coach:

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

*Coaches make playing time decisions based on what they believe is in the best interest of all students participating. While discussion between parents and coaches can be helpful, it is inappropriate to discuss certain items with the athlete's coach.

D. Issues NOT appropriate for discussion with your child's coach:

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

*There are situations that may require a conference between the coach and parent. These are not discouraged, as it is important for each party to have a clear understanding of the other's position.

E. If a parent has a concern to discuss with the coach, the following procedure should be followed:

- 1) Call the coach to set up an appointment the next school day.
- 2) If the coach cannot be reached, call the Athletic Director or proper Chain of Command and ask him/her to set up a meeting with the coach for you.
- 3) Think about what you expect to accomplish as a result of the meeting.
- 4) Stick to discussing the facts, as you understand them.
- 5) Do not confront the coach before, during or after a practice or contest. These can be emotional times for both the parent and coach. Meetings of this nature do not promote resolution of the situation, but often escalate it.

Charlotte I.S.D. - Athletic Code of Conduct

F. What should a parent do if the meeting with the coach didn't provide satisfactory resolution?

- 1) Call the Athletic Director or proper Chain of Command to set up a meeting with the Head coach, Assistant coach, and parent present.
- 2) At this meeting, an appropriate next step can be determined, if necessary.

3. Eligibility

A. Academic Eligibility

A student participating in UIL activities will be suspended from participation in games after a 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 or advanced class). This suspension continues for 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.

*****Removal from the athletic program will occur if an athlete is deemed academically ineligible during any three grading periods in any school year. (Athletic Director discretion)**

B. Athletic Age Eligibility

To participate in athletics, at the high school level, an athlete cannot have reached his/her 19th birthday before September 1.

To be eligible to participate in athletics on the junior high level, the following local and district rules shall be followed:

- 1) 8th grade – A student cannot have reached their 15th birthday before September 1.
- 2) 7th grade – A student cannot have reached their 14th birthday before September 1.

Charlotte I.S.D. - Athletic Code of Conduct

4. Absences and Make-Ups

- A. If an athlete is going to be absent from practice, they must call or use Remind Notification to message the coach prior to the absence.
- B. An excused absence must be an issue that cannot be avoided (emergency, sick with fever, funeral, death or illness in the family, or deemed acceptable by the coach).
- C. If an athlete provides prior notification, this will be deemed as an excused absence. If an athlete does not provide prior notification, this will be deemed as an unexcused absence.
- D. An in-season athlete will have make-up work based on that sport's policy. An off-season athlete's make-up will be appropriately decided by the off-season coach.
- E. If an athlete has (3) unexcused absences from athletics or a sport for a school year, they can be removed from the Athletic Program.
- F. Any athlete who has excessive absences (Athletic Director discretion) may be dismissed from the athletic program.
- G. School attendance is required to participate in practice and to compete in a contest on that same day unless there is prior approval by Athletic Director and Administration.
Ex: Doctors appointments that cannot be avoided with school attendance. Student must be in attendance for half day or minimum of four class periods.

5. Athletic Equipment Policy

- A. No school equipment will be taken home without a coach's permission.
- B. An athlete is responsible for all equipment checked out to him/her, and it must not be abused.
- C. Athletes will face punishment or be charged for lost, stolen or damaged equipment. Damage does not include normal "wear and tear".
- D. All equipment must be checked in within 5 school days of the designated check-in period.

6. Sharing of Athletes

- A. An athlete may participate in any sport they wish, as long as they have met the standard set forth in this code concerning behavior and conduct
- B. Coaches will not try to persuade anyone to specialize.
- C. U.I.L. activities will take precedence over any practice or contest that is not U.I.L.
- D. U.I.L. contests will take precedence over practices.
- E. District contests will take precedence over non-district contests.
- F. Play-off contests will take precedence over non-play-off contests.
- G. The Athletic Director will have the final decision where an athlete will compete if there is a standing conflict between sports.

Charlotte I.S.D. - Athletic Code of Conduct

7. Injuries

CISD does not employ a full time athletic trainer. Trainers are present at some athletic events and may help with injuries when available. In the absence of a trainer, coaches are well versed in first aid, and can give valuable advice before going to the doctor. Please keep coaches well informed regarding athletic injuries and medical care.

8. Travel

A. It is expected that all athletes will dress in an acceptable manner when traveling and conduct themselves at all times in a manner in keeping with this code and C.I.S.D. code of conduct. Travel that includes Girls & Boys Athletics sharing a vehicle will have segregated seating. Violations can result in suspension from the next contest.

B. All athletes must travel to and from contests in transportation that is provided by the school, parent or EMS, unless prior arrangements are made with the Athletic Director & Administration. The only examples are:

- Injury or illness to a participant which would require alternate transportation.
- Arrangement between the coach and parent/guardian to ride with the parent only.
- Students will not be allowed to ride with someone who is not their parent or guardian, unless they get prior administration approval 48 hours before competition.

C. At times, athletic opportunities provide for teams to take overnight, extended trips. The experience of travel, and the opportunity to compete, makes these events valuable to the overall high school experience. Student athletes are representatives of Charlotte High School, and as such, carry a great deal of responsibility when teams travel. Best behavior is mandatory. Curfews and room assignments will be enforced. All school and team rules apply when traveling, and violations of these rules carry disciplinary consequences. Parents may be required to retrieve violators during overnight stays.

9. Dress Code

All athletes must be groomed and dressed appropriately.

- 1) Hair must be in compliance with the Student Code of Conduct.
- 2) No body piercings.
- 3) No head coverings will be allowed on campus or on trips for competition.
- 4) All athletes will be dressed appropriately at all times, including during travel.
- 5) Tattoos are not to be visible while in uniform.

Charlotte I.S.D. - Athletic Code of Conduct

10. General Policies

- 1) Athletes are never profane in their speech.
- 2) Athletes are respectful to all teachers, coaches, and game officials, and never insubordinate.
- 3) Athletes are responsible for exhibiting an appropriate attitude toward school and athletic participation during in-season and off-season, at school and in the community, and during practices, open facilities, and contests.
- 4) Athletes are always prompt.
- 5) Athletes are students first. If they get in trouble in school, they will be in trouble in Athletics.
- 6) Athletes must communicate with coaches when a mistake in behavior or responsibility has been made, take steps to correct the mistake, and refrain from excuses.

11. ISS Policy

- A. Any athlete earning ISS will be suspended from participating in contests while they are in ISS and may regain eligibility upon completion of suspension at the end of school day. Any athlete earning three (3) ISS placements in a school year (may) be dismissed or suspended from the athletic program. (Athletic Director discretion)
- B. The athlete may remain in athletics if they run 10 miles and receive no more ISS placements.

12. Removal and Non-Completion of Sports

- A. No athlete will be allowed to quit a sport and begin another sport without mutual consent of both coaches involved.
- B. A 24-hour grace period will be allowed once for an athlete to rejoin a sport upon quitting to give the athlete time for reflection. However, any missed practices will be treated as an unexcused absence.
- C. Athletes can try a sport on a two-week trial basis at the beginning of the season. If during that time they choose to quit a sport, they can quit without penalty. However, athletes cannot enter a sport late without completing the make-up regimen for "Reentry Athletes".
- D. Completion of the sport's season is required in order for the student to be eligible for a letter or other individual/team awards.
- E. All athletes competing in the sports programs must be enrolled and attending the in-school Athletic period. Although, certain situations may allow athletes out of the period. This will be at the Athletic Director's discretion.
- F. If an athlete is removed from Athletics due to excessive academic failures, they must remain out of Athletics the remainder of the semester and perform the "Re-entry Regimen". Upon completion of the regimen and all passing grades, they may re-enter Athletics.

Charlotte I.S.D. - Athletic Code of Conduct

- G. If a student voluntarily removes themselves from the Athletic Program (Quits Athletics), the student's parents/guardians will be notified, and the Athletic Director will notify the office as well of a schedule change. If a student wants to get back into the Athletic Program after quitting, he/she must complete the "Re-entry Regimen" at the Athletic Director's discretion.

13. Re-Entry to Athletics

Any student who was in Athletics, got out of Athletics, and wants to get back in Athletics, will have a set of rules to follow upon admittance.

"Re-Entry Regimen"

- A. Run 10 miles (Program) or 800 meters (Sport) per day missed team practice sessions either before or after school. Team must vote the athlete back in 100%. This must be supervised by a coach.
- B. Be in good standing with the school (Academic & Athletics).

14. Social Media Policy

Playing and competing for Charlotte ISD is a privilege. Student-athletes at Charlotte are held in the highest regard and are seen as role models in the community. As leaders you have the responsibility to portray your team, your school and yourselves in a positive manner at all times. Sometimes this means doing things that are an inconvenience to you, but benefit the whole team.

Facebook, Instagram, Twitter, Snapchat and other social media sites have increased in popularity globally, and are used by the majority of student-athletes here at Charlotte ISD in one form or another. Student-athletes should be aware that third parties including parents, faculty, future employers, and school officials can easily access profiles and view all personal information. This includes all pictures, videos, comments, and posts. Inappropriate material found by third parties affects the perception of the student-athlete, the athletic department, and Charlotte ISD. This can also be detrimental to a student athlete's future employment and college options.

Examples of inappropriate and offensive behaviors concerning participation in online communities may include but are not limited to depictions or presentations during the current school year of the following:

1. Unauthorized photos taken in locker rooms.
2. Photos, videos, comments or posts showing the personal use of alcohol, drugs and tobacco.
3. Use of explicit language.
4. Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.

Charlotte I.S.D. - Athletic Code of Conduct

5. Pictures, videos, comments or posters that condone drug-related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
6. Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity.
7. Derogatory comments against race and/or gender.
8. Unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, illegal drug use).

**** Consequences will be given based on CISD Student Code of Conduct Policy****

15. Minor Offenses

The offenses below will be dealt with on an individual basis by the Athletic Director and/or in-season coach. Repeated violations of these rules at the Athletic Director's discretion may lead to the suspension or dismissal.

- A. Excessive absences
- B. Unexcused absences
- C. Tardiness
- D. Profanity
- E. Misconduct in class
- F. Inappropriate dress, hair, or jewelry
- G. Inappropriate conduct at a school sponsored activity
- H. Equipment damage, misuse, or lost equipment
- I. Unsportsmanlike conduct
- J. Conduct unbecoming of a team player

16. Major Offenses

Major offenses will fall under the (CISD Student Code of Conduct).

DISCLAIMER:

This policy handbook serves as a guide to answer questions that may come up during the school year. Each situation will be handled on an individual basis, keeping in mind the best interest of the student and athletic program.

Charlotte I.S.D. - Athletic Code of Conduct

I have received and read the 2024-2025 Charlotte Athletics Code of Conduct. I understand and agree that in order to participate in athletics in Charlotte ISD, I must comply with the policies stated in the code of conduct.

Parent Signature: _____ Date: _____

Athlete Signature: _____ Date: _____

General Information: (Please Print)

Student Name: _____

Parent Name: _____

Physical Address: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Parent Phone Number: (Home) _____

(Cell) _____

E-Mail Address: _____

Athlete Phone Number: (Home) _____

(Cell) _____

E-Mail Address: _____