

# **Legacy Prep Christian Academy**



## **Athletic Handbook**

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# Coaching Staff and Contact Information

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## **Football:**

Clint McDonald– Head Varsity Football

Ragan McDaniel – Offensive Coordinator Football

Michael Morrow– Special Teams Coordinator / Head Middle School Football

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## **Volleyball:**

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MS Girls Basketball

MS Girls Basketball

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**Track and Field:**

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Wade Hopkins– Assistant Track

Casey Clark – Assistant Track

Mike Cranfill– Track / Shot and Discus

**Golf:**

– Head Golf –

Ragan McDaniel – Assistant Golf Coach

**Swimming:**

Billy Gerwick– Head Swim – [bgerwick@aol.com](mailto:bgerwick@aol.com)

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## **Legacy Prep Christian Mission Statement**

At Legacy Preparatory Christian Academy (LPCA) we want to partner with parents to inspire their children to be college-worthy, character witnesses of Christ. We will accomplish this through an environment that allows parents to spend more time with their children via the university style schedule and through a college preparatory curriculum based on a biblical worldview. With the Lord as our guide, we are committed to equipping our students and families to be confident in what they believe and able to defend their faith in love, boldly and unashamedly. Students will enter the college of their choice with the knowledge, skill sets, and preparedness to excel in today's college environment.

## **Legacy Prep Christian Vision Statement**

LPCA exists to cultivate parental involvement in the educational process of their children; to instill students with a biblical worldview and the passion to stand firm and articulate boldly in defense of their faith, to prepare them for the rigors of college, to guide them into independent learning, and to train our students to always give themselves fully to the work of the Lord, because their labor will not be in vain. Truth is revealed by God through Christ "in whom are hid all the treasures of wisdom and knowledge." Colossians 2:3

## **Legacy Prep Statement of Faith**



Families and Staff must be in agreement with the following Statement of Faith that guides the ministry of Legacy Preparatory Christian Academy:

- There is **one sovereign God** in three persons: the Father, the Son, and the Holy Spirit.
- There is **one way of salvation**: faith in Jesus Christ, the son of God, who lived as a man, died for the sins of all men, and was resurrected so that all who believe in their hearts and confess Jesus as Lord with their mouths will be saved.
- There is **one book of truth**: the Bible, God's written revelation to man, authoritative, reliable, and inerrant, without the need of any other document to complete its message.
- There is **one body**: the church, with its many parts acting in unison.

# **Legacy Prep Christian Athletics: General Principles**

The Athletic Department at Legacy Prep adheres to the following principles in decision-making:

## ***1. Spirituality in Athletics***

We want to make God look good on and off the court/field.

## ***2. Importance of Students and the School Community***

We will always have our student athletes and the school community best interests at heart in our decision making.

## ***3. Academics and Athletics***

Academic success is crucial to the individual. The Athletic and Academic Programs at Legacy Prep can and will work together to ensure the very best for both programs.

## ***4. Winning***

Winning is one of many goals that we have in athletics at Legacy Prep. Although we want to win, our schools Mission, Vision, and Athletic views will always be at the forefront of our decisions.

## ***5. Roles We Play***

All players, coaches, and fans are an extension of our school community.

## ***6. Program Equity***

All of our Athletic Programs and genders are viewed as an important part to the development of the student-athlete.

### ***7. Athlete Participation***

Athletes are encouraged to participate in multiple sports, and we believe it makes for a well-rounded individual. Furthermore, athletes who do participate in multiple sports are maximizing their contribution to our school and surrounding community.

## **Athlete's Standards**

- Motivated to maximize team achievement.
- Committed to making it happen.
- Always in control of his/her actions.
- Honorable and respectful towards the game and sportsmanship.
- Accountability – to your teammates, school, fans, coaches, and opponents.
- Excited about sharing Christian spirit in competitive framework.
- Respectful of all authority and decisions.

## **Athlete's Code of Conduct**

### *Purpose*

- Legacy Prep Student Athletes should always strive to bring glory to God. Everything we do at Legacy Prep is designed to further the impact God has on those in this world.

### *Response to Coaching and Instruction*

- The athlete recognizes and adheres to the coach's rules and procedures as approved by the Athletic Director.
- The student athlete abides by the authority of the coach at all times.
- The student athlete shows respect to all those in authority.
- The student athlete obeys all rules set forth by the school and complies with the rules, year-round, including summer break.

### *Substance Use*

- The athlete does not use alcohol, drugs, or tobacco or **attend** events where these are present. If an athlete enters a situation where drugs or alcohol are present, the athlete must leave immediately, or disciplinary action will be taken. Disciplinary action will be decided by the Coach and Athletic Director and could include dismissal from the team and or the school.

### *Personal Appearance*

- Tattoos must always be kept covered.
- Music played in the locker rooms; field house or anywhere on campus, must reflect the mission of the school.
- The student athlete adheres to the standards set forth by Legacy Prep Christian Academy as described in the Legacy Prep Student-Parent Handbook. This includes dress code and grooming. At any athletic event (team function, game, pep rally, etc.), any athlete not in compliance with the personal grooming and appearance standards could not be eligible for competition. In addition, it is the discretion of the coach as to what style of personal grooming is conducive to individual and team chemistry and success.

### *Locker Rooms and Dressing Areas*

All locker facilities (including adjoining changing facilities, restrooms, and showers) are for the exclusive use of Legacy Prep and its competitors. Students should only enter locker facilities that are designated for them and their team or group.

Parents, other adults, other students, and non-LPCA students are not allowed in locker areas unless given permission by appropriate LPCA personnel. This includes coaches, athletics administration, and sports medicine trainers.

Photography, videography, and audio recordings are **NOT** allowed in dressing, bathroom, or shower areas.

### *Equipment Use/Care*

- The athlete cares for and is responsible for the equipment issued and complies with all instructions that may accompany it.
- Equipment is worn only during athletic contests, not to school or in the community unless the Athletic Director gives special permission.
- Lost or misused equipment is replaced at the player's expense. At the end of the season the athlete turns in all equipment on the date requested. If after seven (7) days the

equipment is not returned, the athlete is billed for the equipment unless otherwise approved by the Athletic Director.

### *Academic Participation and Athletics*

- Athletes who miss more than a half day of instruction in the classroom will not be eligible to compete in games or practices on that day.
- The athlete is aware of and maintains academic eligibility.
- Athletes who are not in compliance with classroom behavior standards will be subject to athletic restrictions. This may include restriction from competition.

### *Christian Standards*

- The athlete adheres to the philosophy and standards for Christian athletes as described in the Legacy Prep Christian Student Handbook and strives to serve Christ through the medium of Christian athletics.

## **Athletic Administration Framework**

The Athletic Director is responsible for the entire Athletic Department. The Athletic Director will rely on the head coaches to create athletic programs that work to build, grow, and maintain competitive balance between Legacy Prep and their opponents. Ultimately, the Athletic Director will have authority regarding any decision made by members of the Athletic Department and coaching staff.

The Athletic Department and the head coaches will work together to create an atmosphere of common unity. This is of the utmost importance in developing consistency in our athletic programs.

## **Governing Body**

Legacy Prep Christian Academy is a member of the Texas Association of Private and Parochial Schools (TAPPS) for high school sports. Legacy Prep adheres to all policies, rules, regulations, and by-laws established by TAPPS. All TAPPS policies can be found at [www.tapps.biz](http://www.tapps.biz).

Additionally, Legacy Prep Christian is a member of HAPS (Houston Association of Private Schools). HAPS is the governing body for the middle school sports program. Information about HAPS can be found at [www.haps.us](http://www.haps.us)

## **Legacy Prep Christian Sports**

Legacy Prep offers a variety of sports for boys and girls. Sport seasons are broken into three main seasons: fall, winter, and spring.

Fall sports include football, volleyball, cross country, and cheerleading.

Winter sports include boys basketball, girls basketball, and swimming (HS only).

Spring sports include baseball, softball (HS only), tennis (HS only), golf and track and field.

## **High School Athletics**

As a member of the Texas Association of Private and Parochial Schools (TAPPS), Legacy Prep competes against many other private schools around the state for championships in individual and team varsity sports. For this reason, high school varsity competition is meant for our most qualified and top performing players and squads. Coaches at the varsity level are expected to utilize a winning strategy when making program decisions.

When participation is sufficient in a competitive sport, coaches will employ the use of a junior varsity (JV) squad. The purpose of a JV team is to allow for those less experienced and skilled players an opportunity to build fundamentals and ability. The junior varsity does not compete in TAPPS post-season competition.

## **Middle School Athletics**

Middle school athletics is an important part of the development of students in sixth, seventh, and eighth grades. Middle school athletics help to prepare student-athletes for the spiritual, social, and academic rigors that await them in high school. Middle school coaches strive to build the appropriate fundamentals and foster a love for their sport. For this reason, coaches will do their best in providing a positive atmosphere conducive to building a competitive spirit.

When participation is sufficient, more teams may be added to the program and based on levels of experience and skill. Middle school coaches will place each student on an appropriate team to match their skills and abilities.

### Middle School Sports Offerings by Grade Level

6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup> – Football, Cheer, Volleyball, Cross Country, Boys and Girls Basketball, Baseball, Golf, Track and Field.

## **Playing Time**

At all levels of athletics, a winning competitive spirit is expected of our athletes, coaches, and parents. However, winning is secondary to many different levels of athletic department goals and objectives.

Playing time is determined by many different criteria. It is the goal of coaches to allow every athlete to participate in games. In reality, not all situations are appropriate for allowing every athlete to play. Generally speaking, full participation in games is stressed more in middle school than in high school.

## **Tryouts and Cutting**



We approach all our programs at Legacy Prep from the perspective of wanting to provide the best quality of instruction. A prime example of this is found in the classrooms where we are selective in which students we accept and intentionally limit the class size. In this way we are able to give more time and attention to every student. We want every student that participates in the Legacy Prep athletic program to be given every opportunity to fully develop their God-given abilities and play as much as possible.

In certain circumstances and sports, there is a ceiling on the number of athletes that can effectively train, compete, and move up to the next level. **When the number of athletes wanting to play reaches this ceiling, a tryout process will be employed.** Tryouts will be designed by the coaches to measure the experience, ability, and potential of athletes participating. A final determination about participation will be made by the coaching staff at the beginning of the practice season. Those students who earn spots on the team will be required to fulfill their obligation toward completing the season. Any student who does not earn a spot will be offered the opportunity to tryout again the next school year.

## **No-Cut Sports**

Legacy Prep Christian Academy is committed to allowing students the ability to participate in athletics. Therefore, there are several sports, which will be open to participation by any student. There will be no tryout process for these sports:

HS & MS Football

HS & MS Cross Country (boys and girls)

HS & MS Track and Field (boys and girls)

## **Commitment of Athletes**

If students choose to participate in athletics, they are expected to fulfill the commitment to the best of their abilities. Athletes are responsible for attending all practices and games. Keep in mind that any absence, excused or otherwise, results in that player losing preparation time and may alter the normal line-up or positional assignments for upcoming contests.

## **NO QUIT Policy**

Legacy Prep will follow a **no quit** policy. Quitting a sport may adversely affect the team and school in the future. Schedules, equipment, uniforms, and team personnel choices are made before the season and based on participation levels. Quitting dramatically hurts the ability of the program to plan for the future.

**NO QUIT POLICY FOR TRYOUT SPORTS** – Once an athlete tries out for a sport and makes the team, he/she must make the commitment to finish the season with the program. Penalty for not completing a season may be suspension from all sports for up to one calendar year from the start of the season.

**NO QUIT POLICY FOR SPORTS WITHOUT TRYOUTS AND CUTS**– An athlete participating in a sport that does not use cuts will have one week (7 days) from the beginning of practice to decide to stay in the sport or leave. After one week, he/she must make the commitment to finish the season with the program. Penalty for not completing a season may be suspension from all sports for up to one calendar year from the start of the season.

\*Quitting is defined as the student or family's decision to stop participating at practice, games, or team functions.

\*\*The only exception to this rule is when the coach, athletic director, and parent all agree that the student's participation would not be beneficial to the player and team.

## **Disciplinary Policy**

The athletes at LPCA are representatives of our school on and off the playing field or court. We believe that a student's behavior in the classroom, on the field/court, and in the community is a clear indication of their character and moral code. If a student athlete cannot act in a Christ-like manner with others, we cannot expect that student to be a good representative of our school in the area of athletics.

Great care is taken by Legacy Prep staff to ensure appropriate discipline for each student. Therefore, disciplinary infractions will be handled confidentially and on a case-by-case basis.

Any infraction of team or school rules may result in the following actions as deemed appropriate by the coach, Athletic Director, and/or administrators at Legacy Prep Christian Academy:

- suspension from competitions and events.
- dismissal from the team.
- calisthenics or other physical activity.
- community service hours and/or activities.
- any other appropriate actions chosen by the coaching/administrative staff.

### **Dismissal from Team**

Athletes removed from the team for behavioral issues, gross violations of team rules, or insubordination will be subject to future restrictions in the athletic program. In these instances, players and parents must meet with the head coach and athletic director to determine the suspension from future sports. In most cases, the player will be suspended from all sports for one calendar year from the start of the season.

### **Removal from Contests/Ejections**

Any time a player is ejected from a contest, that player/family is responsible for payment of TAPPS fees associated with ejection. Additionally, any player ejected will be ineligible for at least the next scheduled game.

Ejections from any activity may result in further sanctioning by the school, athletic department, and/or TAPPS depending on the nature of the offense. Coaches who are ejected from a game will receive an automatic written letter of reprimand by the school regardless of the nature of the ejection. This will be filed by the athletic department.

### **Recruiting Policy**

Students and families must follow the admissions procedures established by the school. No student, regardless of intended athletic participation, will be given preferential treatment for admission status. All TAPPS rules regarding transfer students must be followed. Please refer to

the TAPPS Constitution and By-Laws regarding rules for transfer students. This includes solicitation, enticement, and inducements.

Legacy Prep will not offer or support any form of enticements or inducements, including athletic scholarships, by the athletic department or anyone associated with Legacy Prep Christian Academy.

## **Multi-sport Participation**

Middle school and high school students are strongly encouraged to participate in athletics. Additionally, it is the vision of the Athletic Department that all students wishing to participate in multiple sports will be allowed to do so without penalty. Coaches will, under no circumstance, discourage students from participating in one sport for another. This includes verbal warnings and/or using playing time as leverage.

Coaches should work to ensure that students do not discourage one another from playing other sports. We expect all programs to be supportive of other programs on campus.

When conflicts arise with participation in multiple sports, coaches will work together to manage the time commitments of athletes to honor the commitment to multi-sport athletes. As a general rule, all sports in district play or playoff competition will have priority over other sports and practices.

Any exceptions to any of the above issues must have approval of the Athletic Director.

## **Uniforms, Practice Attire, and Equipment**

It is the responsibility of the coach to ensure that students properly wash uniforms and practice gear. Staph infections have become rampant in numerous years and a big problem involves sanitizing and washing equipment and clothes.

Coaches should take time during the season to ensure clothes are washed properly and daily. Bacterial infections can seriously hurt a team's chances of winning if too many members become ill. However, coaches can curb these infections by properly washing and sanitizing equipment.

Head Coaches are responsible for working with the Equipment Coordinator in taking a pre-season and post-season inventory of all uniforms and equipment. The Athletic office will coordinate the process and work with the coaches to ensure its timely execution.

Any players responsible for equipment lost or damaged, must be notified no later than 7 days after the season ends.

It is our policy that a team and its coaches should be in appropriate uniform attire at all practices and games. See the Athletic Director for more information.

## **Saturday Practices**

Coaches at the high school levels may practice on Saturdays. This is consistent with other programs across the state and gives us competitive balance. However, we expect that all time used on weekends be efficient and valuable as parents and families use that day as rest and relaxation. Coaches should ensure that all Saturday workouts are communicated to the families of the players well in advance of the practice.

## **Academic Eligibility**

All high school athletes must meet TAPPS requirements of academic eligibility as well as that imposed by Legacy Prep. At Legacy Prep Christian Academy, we feel that athletics is an important motivational tool that complements academics. It follows that all athletes must meet minimum expectations concerning academic standing.

## **Academic Eligibility Policy**

The academic eligibility policy is based on the following general principles.

- a) All students are on the 9-week schedule of grading (Quads).
  
- b) Generally speaking, progress reports or snapshots are done every two weeks.
  
- C) LPCA adheres to the mandatory TAPPS policies regarding academic eligibility for athletics. Students can lose eligibility at a 9-week grading period if they are failing more than one class during that quad. Once a student is ruled ineligible, they can only regain eligibility at the next snapshot by failing no more than one class. If at the time of the snapshot the student is failing more than one class, they must remain ineligible until the next snapshot or grading period. At that time, if they are failing no more than one class, they regain eligibility. This process continues.

Essentially, this means:

Students can fail one class and remain eligible.

Students can only lose eligibility at the Quads (9 weeks)

Students can regain eligibility at a Snapshot date, but not lose it.

- d) At the conclusion of the second quad, student ineligibility will begin during the first three school weeks in January.

When a student-athlete is ineligible, he/she is not allowed to attend games or competitions with the team, stand on the sideline or bench, or wear game uniforms during the school day or thereafter. In short, ineligible students may not perform normal team functions with the exception of practice.

## **Class Attendance and Eligibility**

On school days, students must be in attendance for at least half the day to be considered eligible to compete for competition. This does not apply to weekends or days when students are not in class.

## **Holidays/ “Dead” Days/Semester Finals**

Holidays/non-school days may be used for practices at the discretion of the coach and Athletic Director unless prohibited by TAPPS.

Coaches should check to ensure that team activities are compliant with TAPPS “Dead” days. These are marked on the calendar portion of the TAPPS website.

During the school “dead week” and semester finals, team activities are limited.

## **Summer/Off-Season Participation**

Coaches may coach out of season teams with Legacy Prep students only during the summer months. During the summer, LPCA coaches may only have direct contact with kids for 15 hrs. per week. This includes strength programs and all school sports leagues. No summer activity can be mandatory for participation in the sport.

## **Scheduling Games**

Head coaches are primarily responsible for scheduling games for their program, top-down. However, each schedule must have the written approval of the Athletic Director. When possible, coaches should work with the Athletic Director and other concurrent season coaches to ensure that games do not overlap where possible.

For MS schedules, the Head Coaches will advise the Athletic Director in making the schedule.

## **Travel to Away Contests**

During travel to an away event, the Head Coach is responsible for organizing, communicating to parents, and ensuring safe travel for all students. If transportation is needed, the Head Coach should work with the Athletic Office to request transportation needs well in advance of the contest.

When necessary, a team may require overnight stay and/or travel expenses to some venues. In these situations, parents may be asked to provide additional funding to support these events. Legacy Prep is committed to limiting these fees where possible.

## **Athletic Awards Policy**

Each athlete must meet specific criteria to earn the following awards:

### *Varsity Letter*

- Athletes must compete and be eligible for at least 50% of the season at the varsity level.
- Loyal to the team and coach (obedient, faithful).
- Coaching staff approval.

## **Athletic Physicals**

All athletes must have on file with the Athletic Trainer a Pre-Participation Physical completed by an appropriate licensed medical professional prior to participation in any athletic practice or event. Additionally, all athletes must have a Pre-Participation Medical History form completed



and signed by the athlete and a parent. These forms can be downloaded from the TAPPS website.

## **Booster Club**

The Booster Club at Legacy Prep will be the primary mode of support all parents and supporters should work through when giving assistance to programs. Membership to Warrior Boosters is open to all parents and supporters and is designed to promote athletic activities at the school.

The purpose of the Booster Club is to support the Legacy Prep Christian athletic programs by promoting school spirit and raising funds.

All requests for funds from individual sports should be presented to the Athletic Director who shall in turn direct these requests to the officers. The officers will then determine if the request is feasible and supports the purpose of this club to make such expenditures.

All coaches will encourage all parents and community members to join the booster club and be active in participating in booster club festivities.

## **Insurance Coverage**

Legacy Prep Christian Academy does not assume responsibility relative to doctor, ambulance or medical expenses in case of a medical emergency. Athletics is a voluntary, extra-curricular program in that students play at their own risk. Parents or guardians must obtain adequate insurance coverage for their students through a family insurance policy. Any liability or cost incurred is the responsibility of the family of the student athlete.

## **Spectators**

- Spectators are to treat coaches, players, officials, and other spectators in a respectful Christ-like manner.
- Spectators are to exhort our players and teams in a positive manner.

- When applicable, spectators may be asked to leave the premises and not return to Legacy Prep athletic events. The Athletic Director and Game Administrator reserve the right to make this decision at any time.
- Although coaches will have their attention on the field/court, when it becomes apparent that a parent is out of line, action must be taken. The coach should approach the official and ask for a time-out or break in the action to assist in keeping the fan in line. This is especially true when Legacy Prep plays on the road.

## **Athletic Facility Policies and Procedures**

The facilities at Legacy Prep Christian Academy were designed for use by the students of the school. First and foremost, the facilities are a way in which the school can work to serve the needs of students in attendance. Secondary to this, the school may choose to agree to lease out the facilities to outside organizations.

The athletic facilities are primarily used specifically for athletic and school-related events by teams and organizations for official school business. Individuals, teams, or organizations outside the Legacy Prep athletic programs wishing to use the athletic facilities must obtain written permission from the athletic administration prior to use. Additionally, all teams and organizations using Legacy Prep facilities are required to execute a rental agreement with the school. The school also reserves the right to terminate any agreement at any time.

### **Facility Priorities**

- 1) All School Functions
- 2) Varsity Games
- 3) Varsity Practices
- 4) Junior High Games (games should try to avoid varsity practices)
- 5) Junior High Practices
- 6) School Organizations/Classes
- 7) Outside Organizations

As with all facility issues, decisions must flow through proper personnel. Any issue pertaining to the improvement of facilities must be approved through the Athletic Director, Director of Facilities, then Head of School.

## **Valuables**

Under no circumstance should students ever come to school with a large amount of cash or expensive valuables. Legacy Prep will do its best to ensure that facilities are secure, but each individual is ultimately responsible for his/her valuables. Because locker rooms are used by multiple sports and programs (and even sometimes by other schools), we cannot ensure that valuables will be protected. We ask that all students leave expensive items at home.

## **Athletic Injuries/Trainer**

**Memorial Hermann is our sole provider for injuries/injury prevention. If any of your student athletes are injured in practice or games, please notify the athletic office or the trainer. Our school has a contract with them, and they are here to help serve our athletes.**

### *Athletic Trainer Attendance at Games*

The athletic trainer will be scheduled to attend those events where the danger associated with the sport or conditions surrounding the sport warrant sports medical care.

### *Athletic Trainer Role*

The athletic trainer will make all decisions about when a student needs to be pulled from participation. The athletic trainer will do everything he/she can to ensure athletes continue to play, but they must keep in mind the welfare of the child.

Publicly, coaches should never argue with the decision of a trainer no matter how crucial it may seem. In instances where coaches disagree on the diagnosis, a professionally appropriate discussion behind closed doors should take place to resolve conflicts and misunderstandings.

When no athletic trainer is present, coaches will use judgment in returning students to play. In these circumstances, we always error on the side of caution. If a student doesn't look well, keep them out until a medical professional can diagnose problems.

### Reporting Injuries

If a player is injured at any time (on or off the field, at school or at home), coaches should always notify the athletic training staff by written correspondence. The athletic trainer will ask for information and generate reports concerning the injury. It is extremely important that all information is presented to document the facts of the case for appropriate diagnosis of problems, correct treatment of injuries, and future legal ramifications.

Coaches should notify the trainer of all injuries no less than 12 hours after hearing about the injury.

### Return to Play

In all cases, once a student has gone to a licensed medical professional for anything wrong, they must be cleared to play. This involves a written statement signed by a licensed medical professional releasing them for practice/competition. The athletic trainer will document and plan return to play protocol for all injuries. Coaches must not allow kids to practice or play until they have received word from the athletic trainer that the kid is released to return to activities.

**Injuries to student/athletes** - Parents, family members, etc. Should remain in the stands if their child is injured. This allows the medical personnel time to evaluate the athlete. If you are needed an administrator/coach will come to get you to be with your son/daughter. Please adhere to this in order for things to run smoothly.

## **Disclaimers**

This handbook in no way serves to bind the school into any contractual agreement.

This handbook is subject to change without notice.