



# ATHLETIC HANDBOOK

2018-2019



**Tanglewood Middle School**  
**An International Baccalaureate World School**  
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## TANGLEWOOD MIDDLE SCHOOL ATHLETIC HANDBOOK

### *Athletic Philosophy*

The purpose of the Tanglewood athletic program is to provide an opportunity for each student athlete to participate and share in a positive environment of spirited competition. The Tanglewood athletic staff's goal is to instill basic values that build character, self-discipline, and self-esteem as an individual and member of a team.

### *Athletic Goals & Objectives*

The goals and objectives of the Tanglewood athletic staff are to guide each student towards becoming a more effective citizen through the following learning opportunities:

- *Cooperation* — Understand the concept of teamwork: self-discipline, respect for others, pride, loyalty, trust, and commitment.
- *Self-Discipline* — Do what you are supposed to do, when you are supposed to do it, to the best of your ability.
- *Sportsmanship* — Accept any defeat as a true sportsman, knowing we have done our best.
- *Improvement* — One must establish goals and constantly work towards achieving those goals, improving in the skills and knowledge that enhance the success of the team.
- *Success* — We do not always win, but we succeed when we continually strive to do our best. One can learn to accept defeat by striving to win with earnest dedication.
- *Fitness* — Develop desirable personal health habits for a lifetime of fitness.
- *Leadership* — Develop leadership skills on and off of the field.

### *Sportsmanship*

Tanglewood Middle School athletes, coaches, and fans pride themselves on consistently displaying positive sportsmanship and providing a good-natured environment for athletic competition. The athletic program at Tanglewood encourages all coaches, players, parents, and spectators to adhere to the following Sportsmanship Creed at each athletic event:

- Let the players play.
- Let the coaches coach.
- Let the officials officiate.
- Let the fans cheer with positive encouragement.

### ***Player Code of Conduct***

I pledge to make this a positive experience for myself and my team, to try to the best of my ability, and to behave like a responsible and respectful athlete.

- I will show respect for myself, all players, the coaches,, the officials, the administrators, and the equipment or property of this sport.
- I will remember that I am a representative of my team, my school, and my community and will conduct myself appropriately.
- I will cooperate with my coaches and teammates and comply with any team rules established by the Tanglewood coaching staff.

### ***Practice Attendance***

Attendance at practice sessions is essential to prepare athletes physically and mentally for athletic contests. All team members are required to be at all athletic practice sessions and contests at the time designated by the coach. Student athletes and parents/guardians must understand that any absence may affect an athlete's performance and playing time.

- Absences can only be excused if communication is made with the head coach.
- Please submit absence requests for more than one day at least one week in advance.
- Multiple excused absences may result in the loss of playing time.

### ***Excused Absences:***

- *Funerals*
- *Illness* — parental e-mail, telephone call or note must be completed within 24 hours.
- *Special circumstances* — i.e. academics, family commitments.
- *Injuries* — Injured students are expected to be in attendance at all team practices and games to support their team. The only exception would be a doctor/trainer stipulation in writing that the athlete is NOT to be present at team practices.

### ***Unexcused Absences:***

- *First Offense* — Loss of playing time or starting position.
- *Second Offense* — One game suspension (no dress).
- *Third Offense* — Possible dismissal from the team.

### ***Closed Practices***

All Tanglewood athletic practices will be closed to spectators. Supportive students and parents are an important part of any team and we hope that you will continue to support our student athletes. The main

concern of all Tanglewood coaches is to ensure a secure and productive practice environment that will assist our athletes to develop better skills each day. However, having spectators at practice can be very distracting and therefore, unsafe to our student athletes and coaching staff. We appreciate your understanding and thank you for your continued support!

### ***Practice Release Time***

Student safety is one of the main objectives here at Tanglewood Middle School. Guidelines are in place to make sure that all students are safe during the school day, as well as after school. Practice must end by 6:00 pm each day. However, some sports seasons may have earlier ending times. Coaches will set specific practice times for each sport. Students will be walked to the front of the gym by their coaches and released to a parent/guardian. ***All students must be picked-up within 15 minutes after the end of practice***, or that student may risk being removed from the team. Those arriving after this time will be asked to sign their athlete out from the coaches office. This policy is in place to ensure our students' safety, as well as a courtesy to our coaches. A written explanation must be given to the head coach if you have different arrangements for your child. (For example: walking home, riding Metro, and carpool). These letters must be on file for Tanglewood coaches and administration.

We will work with you for special circumstances. We want to be as supportive as possible for each student athlete.

### ***Discipline Procedure***

- *Squad Discipline* — Used in situations of minor disciplinary problems, and administered by the coach within the framework of the team. Examples: tardy to practice, refusal to follow directions, horseplay, unsportsmanlike behavior, detention etc.
- *Suspension* — Used in situations of serious disciplinary problems. The athlete is not allowed to attend or participate in practices or contests during this period. The coach will notify the parents/guardians of the suspension. Examples: missed practices, insubordination, detention, discipline referral etc.
- *Expulsion* — Used in situations involving serious disciplinary matters in which removal of the athlete from the squad is in the best interest of the team and the school. Parents will be notified of the pending expulsion. Examples: continuation of previously identified behavior such as missed practices, insubordination, discipline referral etc.

Tanglewood Athletics will utilize a conduct sheet that will keep parents informed of player conduct. The Tanglewood athletic staff and administration reserve the right to address any issues of misconduct or inappropriate behavior on the part of student-athletes, coaches, parents, or spectators and take the appropriate action consistent with our goals of fair play and sportsmanship.

### ***Academic Eligibility***

A student who earns a grade below an IB-3 (70) in any class at the end of any grading period (after the first six weeks of the school year) or a student with disabilities who fails to meet the standards in the Individual Education Plan (IEP) may not participate in extracurricular activities for three school weeks. The student regains eligibility after the seven calendar-day waiting period has ended following a grading period or the three school-weeks evaluation period when the principal and teachers determine that he or she has earned a passing grade (IB-3 / 70 or above) in all classes.

All schools must check grades for all participants at the end of the first six weeks of the school year. From that point, grades are checked at the end of the six-week grading period. Students who pass remain eligible until the end of the next grading period. All coaches and directors are responsible for obtaining official grade reports from the individual the principal designates as the keeper of official grades before the student represents the school. This provision applies to all grading periods. It also applies to all three-school week evaluation periods for ineligible students.

Coaches will track player's academic progress and will be in regular communication with students, teachers, and parents to assure each Tanglewood student athlete is successful in the classroom as well as on the playing field.

### ***Inclement Weather Policy***

Practice will be held each day unless school is cancelled or dangerous driving conditions exist. Weather conditions often result in adjustments to the practice and game schedules. In all cases, the safety of the players and spectators receive primary consideration. Other considerations are safe transport, field conditions and long-term field health. Decisions on practice cancellations will be made collaboratively by Tanglewood coaches and administration.

### ***Health and Safety***

- Coaches are required to be certified in CPR, AED, and first aid. They will provide immediate first aid if needed.
- Coaches will carry cell phones and also have access to landline phones to contact a doctor, ambulance, or emergency clinic.
- The injured player's parents will be notified by coaches.
- An automated external defibrillator (AED), a portable automatic device used to restore normal heart rhythm to patients in cardiac arrest, will be available at all Tanglewood Middle School practices and games.

All of Houston ISD trainers, coaches, vehicle drivers, school administrators, and police officers strive to function as an informed, effective team. Communication is the key to an effective athletic emergency

care plan. Working together to maintain the health, safety, and welfare of participants is a top priority. All injuries or medical concerns need to be brought to the attention of coaches immediately to insure the health and safety of our valuable student athletes.

### ***Requirements for Athletic Participation***

- Parent approval form
- Health insurance — HISD athletic insurance is available for \$35.00, or parents must have a health insurance waiver signed and completed in the Tanglewood front office.
- Physical
- Concussion form

### ***Participation Expectations***

A wise coach once said, “You have to be comfortable being uncomfortable.” Many times we want to do what is easy or comfortable in regards to athletics. There will be times when athletics will be challenging and difficult. There will be times when players will want to give up and quit a team; these are the times when players must seek out to become stronger. The pain could be physical or mental, but if you don’t push through that point, you may never realize your true potential.

Starting and finishing the entire sports season is very important at Tanglewood and is a significant expectation that is placed on each Tanglewood student athlete. Each student athlete is expected to complete each sport in it’s entirety before attempting to go out for another sport. Please be aware that a student athlete who fails to fulfill an obligation in one sport may be precluded from making another sports team’s roster.

Please allow yourself to be challenged both mentally and physically. Don’t seek out the shelter of what others may be doing or what is the easy way out. Seek out what could and should be done. Don’t allow yourself to give into your limits or compromise your standards.