

LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT



COACHES ATHLETIC HANDBOOK 2024 – 2025

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HANDBOOK VIA COACHES LINKS @
LCISD.ORG/ATHLETICS

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LAMAR CONSOLIDATED INDEPENDENT SCHOOL DISTRICT ATHLETIC MANAGEMENT HANDBOOK

Dear Coach,

You have chosen to be a member of a profession that demands a great deal of your time, your dedication, your energy, and quite often your patience; yet despite this, coaching is a tremendously rewarding profession. We all dream of developing and coaching super athletes, yet relatively few of our athletes will have the opportunity to participate beyond high school. You as a teacher/coach are in the position to influence numerous young people who will become productive members of our society, the leaders of tomorrow.

The way you treat an athlete should be the way you would want your child treated. You are working with young and impressionable adults, and you are charged with assisting in their development. Everyone is important, and each must be understood and worked with to the best of your ability. Your patience and understanding may be critical to the future of an individual who looks to you for guidance or just a friendly ear.

Competition is the backbone of interscholastic athletics. It is an experience whose reward is measured differently by everyone. This reward may range from simply making the team and getting a uniform, to making the first team; from simply having a winning season, to winning a championship. Winning has been and always will be emphasized as the only measuring stick by many in our society; however, the true measure of our success often extends far beyond the final score of any contest. We cannot forget that long after the dust of competition has settled, what lives on and continues are the lessons learned by our athletes. These lessons must be positive and should include character, hard work, determination, and teamwork.

Remember, our athletic programs are an extension and an integral part of the educational process, and it is imperative we keep this in mind when we work with our athletes. As a coach, you are a highly visible representative of the Lamar Consolidated Independent School District, you must assume the responsibility that comes with respect for that position. It is imperative that you be an ambassador for all athletics of LCISD. You must communicate effectively so that you can promote and sell your sport, your campus, even the entire school district every time you have an opportunity.

The level at which you coach has little to do with the degree of respect you receive from athletes and parents. How you respond to them with honesty, patience, and understanding will determine your success over the years. My challenge to you is twofold but simple; be a positive role model and make a difference in the lives of your athletes forever.

Respectfully,

Devin Gabbard
Executive Director of Athletic

Kimberly Smallwood
Athletic Director

LAMAR CISD SCHOOL DISTRICT ATHLETIC ADMINISTRATION AND STAFF

ATHLETIC DEPARTMENT

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LAMAR CONSOLIDATED ISD ATHLETIC DEPARTMENT

MISSION STATEMENT

The mission of LCISD is to inspire and equip all students to pursue futures beyond what they can imagine. It is the mission of LCISD Athletics to promote and provide opportunities for each student athlete to develop into a productive citizen through work ethic, discipline and competition. We will create an environment that fosters humility, character, sportsmanship, and making positive life choices in a culture that breeds a commitment to excellence.

PHILOSOPHY

We, as coaches, have one of the most important professions in the world! I say this because so many lives are being molded while under our leadership. We must take it upon ourselves to lead these students in such a way that the setbacks they will encounter during their lifetime will not hinder their success. Through the development of a sound philosophy, the individual and the program will benefit greatly.

To achieve success, an athletic director must live a philosophy to the fullest. The success of an athletic director depends upon the quality of the coaches. Each coach must believe totally in the athletic director's philosophy. I firmly believe there is a big difference between "willing" and "wanting" to take the steps necessary to be a winner. If a coach is not willing, then they should not be coaching. I want all coaches to be loyal to the district and loyal to each other.

All of you will have specific responsibilities. It is up to you individually to make sure you complete those things assigned. Do anything and everything that will help you to grow more efficient. I expect you to adopt this philosophy and follow it to the utmost of your ability. It simply means we must all be working toward the same goal and share the steps necessary to reach it.

Individuals have the power within themselves to be successful, so why be a failure? If this attitude is taken by the athletic director and is transmitted to the coaches, success will be achieved. Two opposite thoughts cannot occupy one's mind at the same time; therefore, the athletic staff must choose the best and most successful method and sell the participants their philosophy.

Success will not come easy, but through your determination and hard work, our goals will be reached.

LAMAR CISD ATHLETIC PRINCIPLES

The LCISD Athletic Department focuses on fostering the academic, athletic, and social growth of student-athletes in junior high and high school. Coaches, who are also educators, aim to instill valuable life lessons in athletes, assisting them in becoming exemplary citizens. Emphasizing academics, sportsmanship, and character development, coaches embody leadership and serve as positive examples both on campus and in the community.

Student-athletes commit to upholding values such as dedication, integrity, sportsmanship, and teamwork while pursuing their athletic aspirations. The department's goal is to cultivate a competitive athletic program while prioritizing the holistic development of individuals.

Through dedicated practice, rigorous training, and spirited competition, the LCISD Athletic Department strives to nurture a culture that celebrates perseverance, integrity, and the crucial role the community plays in their achievements.

THE VALUE OF ATHLETICS

Through participation in LCISD athletic programs, the student athlete will build life-long skills better preparing them to succeed in a competitive society. Each coach will be responsible for providing an environment in which the following characteristics are instilled:

- setting goals and steps on how to obtain those goals.
- stressing self-discipline and sacrifice for a common goal
- building communication skills with peers and those in authority
- dealing with adversity in a positive manner
- setting high standards by which to live, work and learn.
- developing confident, independent thinkers promoting sportsmanship, fair play, and good citizenship

LAMAR CISD COACHES STANDARDS OF CONDUCT

All coaches on the staff are expected to follow these standards:

1. Exemplify the highest character, behavior, and leadership.
2. Display modesty in victory and graciousness in defeat.
3. Encourage the highest standards of conduct and scholastic achievement among all athletes.
4. Always promote healthy lifestyles for all athletes and students.
5. Always be enthusiastic.
6. Be dedicated and loyal to each other and the Lamar Consolidated Independent School District.
7. Set good examples for the athletes and the community 365 days a year.
8. Work as long as necessary.
9. Avoid “shop talk” with people outside our coaching family.
10. Have the appearance of a coach that the students can follow and respect.
11. Be willing to help the athletes with any problem.
12. Be sincere in all that you do.
13. All athletes in this program will follow the guidelines of the athletic program. It is the responsibility of each coach to make sure they are followed.
14. Do not correct another coach on the field or interrupt while he/she is explaining something. If he/she is wrong, it will be discussed later in a staff meeting.
15. No profanity will be used in the presence of our athletes on or off the field.
16. Never drink or talk about drinking around athletes.
17. No dipping or chewing on campus or in the coach’s office.
18. No smoking around the athletes or on Lamar CISD property.
19. Gambling or betting of any form will not be tolerated in the athletic program.
20. Respect the integrity and judgment of sports officials.
21. Coaches must dress professionally for games. No jeans, flip flops, sweats, etc. are allowed.

Dress Code – Coaches are expected to follow the dress code set forth by LCISD.

- Classroom – professional attire as stated in the LCISD Handbook; No blue jeans except on days specified by the Campus Principal
- Practice – school colors and appropriate dress and shoes for practice.
- Competition (games & tournaments) – Professional dress. Example: coaches in slacks and collared shirt (school colors)
- No jeans, T-shirts, or flip-flops are allowed.
- In team events where special colors are utilized (i.e. cancer awareness, etc.) the Athletic Director must approve.

The NIAAA Fourteen Legal Duties of a Coach

Over the past 20 years, through thousands of lawsuits, the courts have defined and continue to define the legal duties of a coach. These duties may vary from state to state and may change as sport litigation continues unabatedly over the years. The NIAAA, National Federation of High School Associations, The Coalition of Americans to Protect Sports and the National Association for Sport and Physical Education all recognized these legal duties. Your fourteen legal duties as a coach are:

- Duty 1: Properly plan the activity.**
- Duty 2: Supervise the activity closely.**
- Duty 3: Provide a safe physical environment.**
- Duty 4: Evaluate athletes for injury or incapacity.**
- Duty 5: Provide adequate and proper equipment.**
- Duty 6: Provide proper instruction.**
- Duty 7: Duty to condition properly.**
- Duty 8: Warn of inherent risks.**
- Duty 9: Provide Emergency Care.**
- Duty 10: Design an Emergency Response Plan.**
- Duty 11: To Select Train and Supervise Coaches.**
- Duty 12: To Match/Equate Athletes.**
- Duty 13: To Provide Safe transportation.**
- Duty 14: To Provide Insurance Disclosure.**

COACHES CODE OF ETHICS AND EXPECTATIONS

Code of Ethics

1. Exemplify the highest character, behavior and leadership.
2. Respect the integrity and personality of the individual athlete.
3. Abide by the rules of the game in letter and spirit.
4. Respect the integrity and judgment of sports officials.
5. Demonstrate a mastery of and continuing interest in coaching.
6. Encourage a respect for all athletics and their values.
7. Display modesty in victory and graciousness in defeat.
8. Promote ethical relationships among coaches.
9. Fulfill responsibilities to provide health services and an environment free of safety hazards.
10. Encourage the highest standards of conduct and scholastic achievement among all athletes.
11. Seek to train good health habits, including the establishment of sound training rules.
12. Strive to develop in each athlete the qualities of leadership, initiative and good judgment.

EXPECTATIONS

One of the greatest attributes a coach can possess is that of high expectations, not only for oneself, but also for all student athletes for whom each coach is responsible. Research is conclusive that in an environment rich with high expectations, students can achieve greater accomplishments than thought possible.

Lamar CISD will recruit and hire top caliber coaches with the overall focus being that of the student athlete while promoting the following:

- building character and self-esteem in student athletes
- demanding enthusiastic, aggressive, and inspired play
- encouraging participation in more than one sport
- stressing the importance of excellence in the classroom as well as athletic arena
- demonstrating a high level of competence in the knowledge and teaching of all sports hired to coach.
- instilling an overall camaraderie among other coaches and loyalty to Lamar CISD
- promoting all Lamar CISD activities
- developing irreproachable rapport among teachers, administrators, parents, media, and community supporters
- establishing and maintaining effective communication practices with parents.
- exhibiting a professional appearance and impeccable conduct.

ATHLETIC CHAIN OF COMMAND

Staff Loyalty Protocol Summary

Loyalty is crucial among coaching staff members in our program. Disloyalty, bickering, or jealousy hinder our goal of developing individuals effectively.

- **Resolution Process**
 - Address concerns or misunderstandings privately.
 - If unresolved, involve the head coach.
 - If the agreement remains elusive, contact the Campus Athletic Coordinator.
 - Involving multiple sports or coaches? Seek Campus Athletic Coordinator intervention.

- **Further Steps**
 - Unresolved issues should be discussed with the Athletic Campus Coordinators and, if needed, the Athletic Director.
 - Coaches must not take complaints outside the department.
 - If problems persist, a meeting with the building principal, Athletic Director, and concerned parties is organized.
 - Conferences with the assistant superintendent and superintendent are the final resort.

- **Advanced Intervention**
 - Issues involving the Campus Athletic Coordinator should engage the Campus Principal and/or LCISD Athletic Office.
 - Additional administration members may join discussions as per the request of Campus Principal, Assistant Athletic Director, or Athletic Director.

- **Confidentiality**
 - Discussions about athletic department concerns should remain within the designated circles and should not involve other faculty members or the community.

This structured approach ensures conflict resolution remains within appropriate channels, fostering a supportive and professional coaching environment.

COACHES AS MEMBERS OF THE FACULTY

Responsibilities of Teachers Who Coach

Coaches at LCISD play a vital role in shaping students' lives as teachers first. They are expected to prioritize their teaching duties over their athletic responsibilities. Key responsibilities for teachers who also coach include:

1. **Professional Attire:** Dressing professionally in classrooms and acting as instructional leaders.
2. **Attendance Commitment:** Attending all mandatory meetings, training sessions, and conferences without using sports obligations as an excuse for absence.
3. **Academic Expectations:** Meeting all campus administration expectations for classroom performance, including lesson planning, parent communication, attending conferences, grade submissions, and offering tutorial support for students.
4. **Collaboration:** Actively participating in team planning meetings, contributing to lesson materials, and being valuable members of instructional teams.
5. **Teamwork:** Working collaboratively with all staff members as equals to build an exceptional campus environment that fosters academic excellence for every student.

MULTI-SPORT ATHLETES

Athlete Participation Guidelines

Athletes in Junior High and High School can engage in multiple sports to diversify their athletic experiences. While focusing solely on one sport can benefit a team, LCISD Coaches prioritize the holistic development of student-athletes by supporting their pursuit of various athletic interests.

Key Guidelines:

1. **Freedom of Choice:** Every athlete should have the freedom to participate in any sport of interest.
2. **No Pressure:** Coaches should not pressure athletes to give up a sport to join another. Discussions on participation options should involve all relevant coaches, the athlete, and their parent/guardian.
3. **Supportive Environment:** Students should not be forced to choose between sports or coaches. Those opting to limit their participation scope will still receive backing from all coaches involved.
4. **Sport Integrity:** Athletes cannot switch from one sport to another mid-season. If they choose to stop participating in a sport, they must wait until that sport's season concludes before joining another, unless under special circumstances approved by the Campus Athletic Coordinator.
5. **Encouraging Participation:** The goal is to involve as many students as possible in the program. Coaches can engage students in various roles like practice players, managers, or statisticians, even if they are concurrently involved in another sport if the opportunity arises.

ROLES AND RESPONSIBILITIES OF ATHLETIC STAFF MEMBERS

RESPONSIBILITIES OF THE EXECUTIVE DIRECTOR OF ATHLETICS

The Executive Director of Athletics is responsible for overseeing all aspects of interscholastic league athletics within the district. This includes selecting, evaluating, and providing leadership to coaches and staff, organizing athletic events, ensuring compliance with regulations, developing policies, promoting sportsmanship and excellence, managing budgets, maintaining facilities, coordinating communication, and liaising with school officials. Additionally, the director oversees handling injured athletes, ensuring Title IX compliance, and collaborating with principals for a successful athletics program.

RESPONSIBILITIES OF THE ATHLETIC DIRECTOR

The Athletic Director is responsible for managing the district's athletic program and facilities, including establishing eligibility requirements for athletes, promoting sportsmanship, and using data to assess program effectiveness. They handle tasks such as scheduling games, arranging transportation for events, managing operations, overseeing equipment maintenance, and coordinating facility usage. Additionally, the Director implements student management policies, enforces discipline, complies with regulations and policies, handles budgeting and inventory, manages personnel, builds community relations, and supervises coaching staff and support personnel.

RESPONSIBILITIES OF THE CAMPUS ATHLETIC COORDINATOR

The high school Campus Athletic Coordinator (CAC) manages the district's athletic programs and philosophies, ensuring the smooth coordination between the high school and middle schools' athletic programs. Additionally, the (CAC) collaborates with the Junior High or High School to establish a unified sports program in their color track and reports to the Campus Principal, Executive Athletic Director, and Athletic Director for coordination and oversight.

RESPONSIBILITIES OF THE ASSISTANT CAMPUS ATHLETIC COORDINATOR

The high school Assistant Campus Athletic Coordinator (ACAC) assists in the managing of the district's athletic programs and philosophies, ensuring the smooth coordination between the high school and middle schools' athletic programs. Additionally, the ACAC collaborates with the HS CAC and JH CAC to develop a unified athletic program in their color track, reporting to the Campus Athletic Coordinator, Campus Principal, Executive Athletic Director and Athletic Director.

RESPONSIBILITIES OF THE HIGH SCHOOL HEAD COACH

The head coach must understand the abilities and interests of each staff member, assigning them tasks with proper authority while allowing them to voice opinions in staff meetings. Ultimately, decision-making lies with the head coach who should also support and promote the growth of assistants. Resolving philosophical differences should be done privately. The head coach oversees equipment inventory, scheduling, facility care, official selection, athlete eligibility, and communication with administration.

ROLES AND RESPONSIBILITIES OF ATHLETIC STAFF MEMBERS

RESPONSIBILITIES OF THE HIGH SCHOOL ASSISTANT COACH

Assistant coaches at the high school level support the head coach by supervising assigned athletes, helping with practice, and facilitating contests as directed. They report to the head coach to ensure the success of the program.

RESPONSIBILITY OF THE CAMPUS ATHLETIC TRAINER

The athletic trainer oversees, manage and treat athletic injuries across all campuses, managing health-related paperwork for student athletes, enforcing participation limitations, and facilitating referrals to medical professionals, when necessary, all under the supervision of the Campus Athletic Coordinator.

RESPONSIBILITY OF THE CAMPUS ASSISTANT ATHLETIC TRAINER

The assistant athletic trainer collaborates with the athletic trainer to establish a safety-focused system ensuring top-notch care for student athletes. They are authorized to limit athlete involvement, direct injured athletes to healthcare professionals for specialized assistance, and are accountable to the Campus Athletic Trainer and Coordinator.

RESPONSIBILITY OF THE JUNIOR HIGH HEAD COACH

Junior High level Head Coaches oversee the organization, implementation, and supervision of sport-specific programs for student athletes. They are accountable for all teams, coaches, and athletes within their level, collaborating with high school head coaches to prepare students for success at higher levels. They report to the Campus Principal and Campus Athletic Coordinator.

RESPONSIBILITY OF THE ASSISTANT JUNIOR HIGH COACH

Junior High assistant coaches are required to adhere to the guidance provided by the head coaches of each sport. Their responsibilities include overseeing and nurturing the student athletes, leading practices, supervising competitions, and handling athletes and equipment in alignment with the head coach and Campus Athletic Coordinator's standards. Assistant coaches are accountable to the designated head coach for the sport.

HEAD COACH PRE-SEASON MEETING & CHECK LIST

Lamar CISD Head Coaches Pre-Season Check List

Head Coach Name: _____ **Sport:** _____ **Date:** _____

Head Coach and CAC Initial below

- Rank One Team Rosters (Copy indicating all paperwork complete) (HC) _____ (CAC) _____
- Rank One Coach Roster (Copy indicating all paperwork complete) (HC) _____ (CAC) _____
- Schedule (all levels) (HC) _____ (CAC) _____
 - Review for UIL compliance (Complete Compliance Worksheet)
 - Confirm schedule input on Rank One
- Confirm officials for all home games. (HC) _____ (CAC) _____
- Confirm all games with opposing team. (HC) _____ (CAC) _____
- Professional organization joined (Circle One Below) (HC) _____ (CAC) _____
 - TGCA
 - THSCA
 - Other _____
- Check all Varsity athletes Credits (Football, Volleyball & Cross Country only) (HC) _____ (CAC) _____
- Confirm all freshman / Promoted or placed (HC) _____ (CAC) _____
 (Football, Volleyball & Cross Country only)
- Varsity** home visits complete and proof of residency forms to CAC (HC) _____ (CAC) _____
- UIL Eligibility Form complete and on file with District Chair (HC) _____ (CAC) _____
 - Confirm entrance into 9th grade.
 - Confirm birthdate from birth certificate in student folder.
 - Birthdate must be after **9/01/1996**.
 - Signed by HS Principal
 - Copy to DEC Chair for signature and to be filed.
 - Copy retained by Head Coach
 - Copy retained by both Campus Athletic Coordinator and Assistant Campus Athletic Coordinator
- Completed PAPF / Waiver forms processed as needed. (HC) _____ (CAC) _____
- UIL RCP training certificate of completion (all coaches in every sport) (HC) _____ (CAC) _____

HEAD COACH PRE-SEASON MEETING & CHECK LIST

- NFHS Fundamentals of Coaching Certificate of completion (HC) _____ (CAC) _____
- First year and new to Texas only
- Scheduled pre-season parent meeting Date: _____ (HC) _____ (CAC) _____
- Agenda (Approved by CAC or ACAC)
 - Team rules, guidelines and expectations (Approved by CAC or ACAC)
 - Parent communication guide
- Facilities check. (HC) _____ (CAC) _____
- Scoreboard
 - Lights
 - Equipment
 - Copy of work orders submitted so it can be referenced by CAC or ACAC
- Tryouts (HC) _____ (CAC) _____
- Follow LCISD athletics tryout process.
 - Cut list with tryout evaluations submitted to CAC and ACAC
- Season Games and Practice schedule submitted to: (HC) _____ (CAC) _____
- Campus Athletic Coordinator and Assistant Campus Athletic Coordinator
 - Athletic Trainer
 - Add Games and Practice time in Facilitron
 - Mascot Media designee Name: _____
- All transportation requests completed. (HC) _____ (CAC) _____
- Submit out of town travel paperwork for any over-night trip (HC) _____ (CAC) _____
(Athletic office does not pay for any expenses associated with an overnight trip)
- Completed UIL activity Safety Training Program under direction of campus athletic trainer. (HC) _____ (CAC) _____
- Complete Emergency Safety Drill Checklist (HC) _____ (CAC) _____
- Under the direction of the campus athletic trainer
 - Attach student athlete sign in sheet.
- Community Service Project (HC) _____ (CAC) _____
- Project: _____
 - Date planned: _____
- Grade Check plan. (HC) _____ (CAC) _____

HEAD COACH POST-SEASON MEETING & CHECK LIST

Lamar CISD Head Coaches Post-Season Check List

Head Coach Name: _____ Sport: _____ Date: _____

Head Coach and CAC Initial below

- Ensure that all athletes who participated over the course of the school year appear on all Rank One Rosters for teams they competed with. (HC) _____ (CAC) _____
- Verify that the Varsity Roster in Rank One includes all athletes who participated at the Varsity level at any point over the season. (HC) _____ (CAC) _____
- All athletes at all levels of play should have all awards they received at Local, District or State level entered in their profile. (HC) _____ (CAC) _____
- Program inventory should be entered and accurate in Rank One. This inventory should include all equipment that would need to be replaced should it be lost, Stolen or damaged. (HC) _____ (CAC) _____
- Submit requests for any out-of-town travel for tournaments or special contests For the next school year – due for all coaches by May 1st if not complete prior to this date. (HC) _____ (CAC) _____
- Submit, in writing, for any facility modification or repair request to be completed over the summer break – due for all coaches by **May 1st** if not completed prior to this date. (HC) _____ (CAC) _____
- Submit, in writing, and including an example of requested product, any special Budget items to be considered for the next school year (i.e. new gym well pads, New goals, signage, weight equipment, etc.) (HC) _____ (CAC) _____
- Submit any summer Coaching Clinic travel request product, any special budget items LAMAR NET portal. Follow current coaching professional development allotments for amounts. (HC) _____ (CAC) _____
- Remember all to sport budget cut off dates to ensure timely delivery of goods. HC) _____ (CAC) _____
- Secure all facilities and equipment prior to summer vacation. (HC) _____ (CAC) _____

COACHES' EVALUATIONS

Purpose of Coaches' Evaluations

All coaches are evaluated on an annual basis to ensure a structured approach towards continuous improvement and excellence. The main objectives of these evaluations are as follows:

1. **Timely Feedback:** Provide coaches with timely feedback on their performance to help them understand their strengths and areas needing improvement.
2. **Identifying Growth Areas:** Identify specific areas where coaches can grow and develop, ensuring their skills and strategies remain effective and relevant. **Providing specific areas with documentation.**
3. **Goal Alignment:** Help coaches identify common goals and objectives shared with other staff members, fostering a unified and collaborative coaching environment.
4. **Promoting Improvement:** Encourage continuous improvement through constructive feedback and strategic development plans, enhancing the overall quality of coaching.
5. **Recognizing Excellence:** Serve as a forum for recognizing and praising high-quality work, motivating coaches to strive for excellence in their roles.
6. **Addressing Weaknesses:** If a coach shows weaknesses in specific areas, a detailed improvement plan will be devised collaboratively by the coach and their immediate supervisor. This ensures targeted efforts towards overcoming these weaknesses.
7. **Accountability:** Hold coaches accountable for addressing identified areas of improvement. Failure to make necessary improvements could result in the coach losing their coaching position in the future.
8. **Professional Development:** Encourage all coaches to participate in professional development opportunities. This is vital for increasing their knowledge base within their sport and enabling them to help student-athletes reach their full potential each season.

The evaluation process is designed to support coaches in their professional development, promote a culture of continuous improvement, and maintain high standards of coaching excellence within our organization.

COACHES' EVALUATIONS

Evaluation Procedure

The evaluation procedure for coaches within the district follows a structured hierarchy to ensure thorough and fair assessments. The steps are as follows:

1. ***Evaluation of the District Athletic Director:***

- Evaluator: Executive Director of Athletics.
- Process: The Executive Director of Athletics conducts the annual evaluation of the District Athletic Director.

2. ***Evaluation of Campus Athletic Coordinators:***

- Evaluator: Executive Director of Athletics and District Athletic Director.
- Process: Both the Executive Director of Athletics and the District Athletic Director collaborate to evaluate each Campus Athletic Coordinator.

3. ***Evaluation of Campus Coaches:***

- Evaluator: Campus Athletic Coordinator (CAC).
- Process: The Campus Athletic Coordinator evaluates all coaches on their respective campus.

4. ***Evaluation of Assistant Coaches:***

- Evaluator: CAC and Assistant Campus Athletic Coordinator (ACAC).
- Process: The CAC and ACAC seek input from Head Coaches regarding the performance of their assistant coaches. However, the final evaluation of Assistant Coaches is conducted by the CAC and ACAC.

5. ***Review Conference:***

- Process: After the written evaluation is completed, a conference to review the evaluation will be held if requested by the coach.
- Growth Plan: If the evaluation identifies areas needing improvement, a growth plan will be developed by the CAC and ACAC. This plan will be reviewed and approved by the Athletic Directors and the Building Principal.

6. ***Appeal Process:***

- Process: If a coach believes their evaluation does not accurately reflect their performance, they may request a meeting with their CAC, ACAC, and Athletic Directors. This meeting must follow the established Athletic Chain of Command to ensure proper procedure and fairness.

This evaluation procedure ensures that all coaches are assessed fairly, provided with constructive feedback, and given opportunities for professional growth while maintaining a clear structure and accountability within the athletic department.

COACHES' EVALUATIONS

Campus Coach Evaluation

Name:

Submitted: Not Submitted

School:

PERFORMANCE CRITERIA AND STATEMENTS

Performance evaluation will be used to evaluate the performance of the employee for contract status and to promote continued professional growth. The employee may use the form as a measure of self-evaluation to determine the areas of improvement. Analysis of self-evaluation may be discussed during the goal-setting conference as appraisee and appraiser jointly set priorities for the ensuing year. Analysis of self-evaluation may also be discussed as the preliminary portion of the evaluation conference in order to allow for a more detailed and comprehensive discussion of job performance.

RATING SCALE: Assessment word ratings are to be assigned to each indicator. It is not necessary for the appraiser to comment on each indicator, however, comments are encouraged for areas which require improvement (i.e., a Developing or Not Demonstrated / Needs Improvement rating is earned).

Satisfactory: Meets or exceeds district expectations and standards.

Needs Improvement: Meets some district expectations but problems exist in some areas as noted.

Unsatisfactory: District expectations not met and performance improvement is needed to be acceptable.

COMPLETING THE EVALUATION FORM

Please mark the appropriate number beside each item.

LCISD Coaching Standards MAJOR RESPONSIBILITIES AND DUTIES

	Distinguished	Accomplished	Proficient	Developing	Not Demonstrated/Needs Improvement
1. Implements and complies with all TEA, UIL & LCISD rules and regulations.	_____	_____	_____	_____	_____
2. Communicates effectively and appropriately with students, parents and staff.	_____	_____	_____	_____	_____
3. Maintains a safe and orderly athletic environment for practice and contests.	_____	_____	_____	_____	_____
4. Uses effective strategies to promote the highest level of success for the team and individual student athletes.	_____	_____	_____	_____	_____
5. Provides appropriate supervision before, during and after all team activities.	_____	_____	_____	_____	_____
6. Monitors and provides support to ensure the academic	_____	_____	_____	_____	_____

COACHES' EVALUATIONS

performance of student athletes.

7. Promotes their sport/program in the community. _____

8. Supports the success of the entire campus athletic program. _____

Comments by Evaluator:

OVERALL RATING OF EMPLOYEE'S PERFORMANCE

	Distinguished	Accomplished	Proficient	Developing	Not Demonstrated/Needs Improvement
Check One:	_____	_____	_____	_____	_____

Areas of Excellence and Focus

Current year area of excellence:

Next year's area of focus:

Additional Comments:

Administrator's Comments:

Comments by Employee:

This appraisal has been discussed with me by my supervisor. I have read and received a copy of the appraisal. By signing this evaluation you are acknowledging receipt, not indicating that you agree with the content

Date: _____

Date: _____

LAMAR CISD LOCAL ATHLETIC POLICIES

8-Hour Practice Limitation

According to the TEA-UIL Side-by-Side guidelines, each extracurricular activity is restricted to a maximum of 8 hours of practice outside of the school day during the school week. School week is defined as the period from the beginning of the first instructional day of the week (typically Monday) to the end of the last instructional day of the week (typically Friday). It is crucial to ensure that all scheduled practice times and activity calendars adhere to this 8-hour limitation.

ACTIVITY ROSTER – NO PASS NO PLAY PROCEDURES

Every head coach should submit a roster for each team to their campus Skyward Administrator for your students to be placed onto an Activity Roster. The coaches responsible for each Activity Roster should be assigned access to the roster as well as the CAC and ACAC. The UIL/TEA Academic Eligibility Calendar for LCISD is posted on the Athletic Department home page. The Head coach is responsible for running the grading reports and verifying eligibility at each of these deadlines for all athletes in their program. They should be done in the morning following the reporting deadline for grades and should be run as a *Report Card Summary* – not a progress report. Head Coaches should keep a printed copy of their *Report Card Summary* for each grading period on file for the school year, in case eligibility questions arise.

ATHLETE EJECTION

If an athlete is ejected from an athletic event, the head coach is responsible for informing the District Athletic Director by e-mail, text or phone call the same day. Any athlete that is ejected from an athletic event at any level will draw an automatic suspension of one (1) additional contest. If a coach plays an athlete who has been suspended, it will result in the coach being suspended from the next contest as well as the athlete and possible forfeiture of the played game.

ATHLETE SUPERVISION

Athletes must be always supervised. This includes during passing periods between classes in the athletic areas of the building, in the locker rooms, transitioning to practice areas, before practice, after practice, between dismissal and game time, during travel, and after contests. Athletes must be supervised while waiting for their parents to pick them up after practices and games. A designated area should be identified to athletes and parents for drop off and pick up. This area should be supervised until all athletes have left the premises.

ATHLETIC CLASS PERIODS

Working with our athletes during the school day is a benefit and should be treated as a privilege. Athletes should be actively engaged in practice or training activities daily that will make them stronger competitors. Coaches will not use athletic periods for study hall or any other non-athletic purpose. All athletes are expected to be in the athletic period, in-season and off-season program, year-round. Athletes may move from one athletic period to another by mutual agreement of the head coaches involved. If there is an academic reason that an athlete cannot be scheduled into an athletic period, CACs will need to approve their participation in the sport without participation in the class period.

LAMAR CISD LOCAL ATHLETIC POLICIES

ATTENDANCE

To participate in after school practices and contests, student athletes should be in attendance for the instructional portion of the school day. If a student athlete is too ill to attend class, they are too ill to participate in athletics. If an athlete misses a portion of the instructional day, the coach should use their judgement in determining what level of after school participation that student athlete should be allowed to attend.

BOOSTER CLUBS

Lamar CISD requires that the athletic booster club be an All-Sport Booster Club. The CAC is responsible for ensuring that all booster club activities follow all UIL and LCISD policies and expectations. All booster club purchases and donations should have the approval of the CAC to ensure compliance with all state and local guidelines. In addition, any donation from the booster club valued at over \$5,000 must be submitted through the CAC and Campus Principal for LCISD School Board Approval. Head coaches will be held responsible for UIL/Lamar CISD compliance regarding working with and receiving benefits from booster club supporters.

COACH/ATHLETE COMMUNICATION

Communication between coach and athlete or any student should always be kept professional and as public as possible to prevent any misinterpretation. ParentSquare is the approved communication tool for Coaches and their teams. Coaches should set up a group for players, parents, and players & parents as needed. Parents will be given access to the player group if requested.

Coaches should not call or text an athlete after 9 p.m. unless there is an emergency. Coaches will send text messages to groups instead of individual athletes. Text messages should only be used to convey reminders, updates or changes to the schedule. **Personal correspondence should never take place on text message. Text messages should always include another coach, your ACAC/CAC or the District Athletic Director to prevent any misinterpretation.**

COACH EJECTION

Any coach that is ejected from a ball game must contact the District Athletic Director and their CAC the same day. The coach should provide a written statement regarding the ejection to the AD, CAC and Campus Principal within 24 hours. LCISD and all LCISD Coaches will adhere to the U.I.L. Policy regarding a coach's ejection. In addition to any UIL penalty requirements, a coach ejected from a ball game will be suspended from the next game/contest. It is the LCISD expectation that coaches serve as role models during contests and ejections do not meet this expectation.

LAMAR CISD LOCAL ATHLETIC POLICIES

COACHING APPAREL

Lamar CISD Coaches are expected to be dressed in a professional manner while conducting their assigned duties. Each coach will be provided with coaching attire that is in the school color and includes the school logo. Coaches should be dressed in school color and/or logo attire when representing their school at a contest or at practice. If a coach desires to wear something more formal while coaching, it must be school appropriate and follow the campus dress code expectations. Other than the apparel provided from the LCISD Athletic office, there should be no budget, activity account or booster club monies spent on coaching apparel as the purpose of these funds is to enhance program offerings for the students.

CONCESSION STANDS

LAMAR CISD Athletics has exclusive rights as the district vendor; therefore, no additional concession stands can be operated at any of the District Athletic Facilities without permission from the Athletic Director. All Campus concession stands must operate under the guidelines distributed by the LCISD Athletic Office and utilize only approved products provided by approved vendors.

CONDUCT

The extracurricular portion of the Secondary School Student Handbook should be used as the basis for developing the expectations for athletes within an athletic program. Coaches will communicate their behavior expectations to their athletes and parents during their pre-season parent meeting as well as in writing at the beginning of the school year or athletic season. It is the responsibility of each coach to ensure the high level of expectation for athletes' conduct is met by all students within their program through proactive monitoring and character development.

DAEP/ALC

Any student who is removed from their regular campus and enrolled at the Disciplinary Alternative Education Program, also known as the Alternative Learning Center, remains ineligible for participation in campus extracurricular programs during the semester they are enrolled at the alternative campus. A student in grades 7 through 12 shall lose the privilege of participation in extracurricular activities during the semester in which they are placed in a disciplinary Alternative Education Program or Expulsion, this includes tryouts.

DEC/UII PAPERWORK

All DEC/UII paperwork will be turned in through the UII Portal. The CAC or ACAC will confirm submission to the DEC. In Individual Sports, Swimming, Wrestling, Tennis, and Track and Field, the district entries will be turned into the athletic office prior to the district meet. The Athletic Office will verify athletic eligibility prior to the district meet. Rosters for advancing individuals will need to be submitted to the athletic office as well.

DISCIPLINE

In the event a student athlete is involved in serious or persistent misconduct, the coach will take steps to address the misconduct. The coach may take action to restrict or remove the student from participation. Before an athlete is suspended or removed from participation in an extracurricular activity, the alleged infraction will be documented, and a reasonable investigation of the allegation shall occur. *The coach should consult with the ACAC or CAC and Campus Principal regarding the incident, including sharing their desired discipline consequence prior to taking any action involving the student.* The coach shall notify the athlete and the athlete's parent/guardian to discuss the reasons for which the action is being taken and to offer the athlete the opportunity to discuss the matter before a final decision regarding participation is made. This communication should take place prior to an athlete being suspended from a game.

LAMAR CISD LOCAL ATHLETIC POLICIES

EMERGENCY PROCEDURES

Emergency Action Plans have been developed for each LCISD Athletic Facility. Those emergency procedures are available at all facilities and accessible to all staff who use the facility via QR Codes. Emergency procedures will be explained to and practiced by each group who uses the facility to ensure proper preparation in the event of an emergency. The athletic trainer will be responsible for distributing emergency procedures on each campus. If there is a critical incident of any type at a practice or contest, the ACAC or CAC should be notified immediately. If the ACAC or CAC cannot be reached, the Athletic Director should be contacted by telephone. A written report of the incident should be sent to the CAC, Campus Principal and Athletic Director within 24 hours of the incident.

END OF SEASON CELEBRATIONS

Junior High Athletic Programs will not have an end of season banquet but may choose to celebrate athletic achievements as part of their end of year awards ceremony at Principal discretion. All **High School** teams will conclude their seasons with an end of season celebration. It should include recognition of individual and team accomplishments. Each Head Coach should make their ACAC/CAC aware of when their end of season celebration is scheduled.

FACILITY PRIORITY

Athletic facility priority will come to athletic teams before other extra-curricular activities. Facility use by athletics will be prioritized in the following order:

1. Teams that are in season
2. Teams that are in district play
3. Teams that are in the playoffs

Competition will have priority over practices, but schedules for the facilities that overlapped must be approved by the CAC or ACAC and confirmed with all teams that use the facility before being finalized.

FACILITY USAGE

Any LCISD Coach who plans to use district athletic facilities (Traylor Stadium, District Natatorium(s), or any campus facility) for team practices, games, events, etc., must receive prior approval from the campus and Athletic Office through ***Facilitron***. Events must be scheduled properly to ensure availability and utilities are active. Failure to reserve facilities could result in a loss of use of the facility due to scheduling conflicts. Staff may not use a District facility for a non-District activity, without acquiring proper approval through ***Facilitron***.

Non-LCISD groups will be required to request use of the facility through the LCISD ***Facilitron*** service and pay all applicable fees.

FUNDRAISING

Any type of fundraising must be approved by the Campus Athletic Coordinator and Campus Principal. Coaches will refer to Lamar CISD Board policies regarding fundraisers. All fundraisers must be approved prior to beginning and all fundraised money must be spent on student supplies, facilities and programing.

LAMAR CISD LOCAL ATHLETIC POLICIES

GRADE REPORTS

Each coach is encouraged to run a weekly grade report to create a timeline for grading discrepancies and to be able to see where the student-athlete stands as the grading period progresses. You can run this through Skyward with your activity rosters. You will run this as a progress report, and you can set a standard grade. It will print any student-athlete with a numerical value below that grade. *It will not print blank grades or incompletes.* This is the best way to keep track of your student-athletes' weekly progress. Coaches should not send paper grade checks out to their students as they are not as accurate while putting additional work and responsibility on classroom teachers.

To determine eligibility at the end of a grading period then a report card summary should be run. It will display every student on the roster as well as all of the classes on their schedule. If there is a grade discrepancy pertaining to an athlete, coaches should discuss that with their designated administrator and never directly with a teacher.

HOSTING PLAYOFFGAMES

The procedure when contacted to host a playoff game is to forward them onto the Athletic Department to secure possible sites. This will ensure that all schools have equal access to our facilities and local board policy is followed regarding outside groups using those facilities.

INSURANCE

The Lamar Consolidated Independent School District carries a policy on all athletes, managers, and student trainers. This is a secondary policy and covers the amount that the athlete's parent's policy will not cover. If the parent has no insurance, then this policy becomes primary. There are limitations to the amount of coverage in various areas, so questions about coverage should be referred to the Athletic Trainer and they will advise the next step necessary.

INVENTORY

Coaches will keep a current and accurate inventory of equipment. This will be done using Rank One. A system should be in place to check out equipment to students at the beginning of the season. There needs to be a system to check equipment when it is returned at the conclusion of the season as well. This process must be documented to verify that no athlete has received equipment or material goods as part of their participation in one of our programs.

Football programs will utilize *Helmet Tracker* to maintain an accurate inventory of their football helmets.

LETTERING POLICY

Any Varsity athlete who participates in most of the Varsity season while remaining in good standing academically and behaviorally will be considered for a Varsity letter. A player, manager or trainer who makes a significant contribution during a portion of the season can also be considered with CAC/ACAC approval.

Any sport specific awards and lettering policies are to be approved by the campus athletic coordinator and principal prior to being given to student athletes, trainers and managers. Any changes that are made from year to year will need to be resubmitted for approval. Awards and lettering policies must be communicated annually to every player, manager and trainer prior to the start of the season.

LAMAR CISD LOCAL ATHLETIC POLICIES

MOTORIZED VEHICLES POLICIES

Only LCISD employees are authorized to operate motorized vehicles and equipment on LCISD grounds at any time. Students, student-athletes, and student trainers should not be operating any golf cart, gator, tractor, or any other motorized vehicles on school property at any time.

Student athletes may not drive their vehicles off campus while participating in an athletic activity during a school day. Additionally, only a student's parent/guardian may check them out and transport them home from an away contest. Students may not transport other students to or from extracurricular activities without written permission from the parent/guardian.

NON-SCHOOL EMPLOYMENT

Any coach who chooses to participate in outside employment while employed with LCISD must submit a *Conflict-of-Interest Disclosure Form* to the Athletic Director's office so that it can be signed and filed with Human Resources. A coach may be asked to provide information related to any LCISD students who are associated with the group to prevent any conflict of interest or possible UIL violation. No LCISD Coach should make a financial gain because of working with or referring any LCISD athlete to a non-school program.

OUTSIDE PARTICIPATION

Student athletes are encouraged to train and prepare for competition year-round.

While there are benefits to participating in the various club organizations and private training groups in our area, it is important to emphasize that during the limited school seasons, school sports are the priority. Missing a school athletic contest for a club or tournament team activity will result in consequences and could result in removal from the school team.

P-CARDS

Coaches may check out a Purchase Card for use when traveling from their campus athletic coordinator. They can only be used for the following items:

- When an approved purchase is made, a receipt must be obtained and turned into the athletic office for reconciliation.
- **Lost Receipt Penalty:** A **\$5.00 fine** will be imposed on the card user for each lost receipt.
- **First Offense:** A fine will be issued along with an email notification.
- **Second Offense:** A fine will be issued, and the card user will lose access to the card.
- **Third Offense:** The entire campus will lose access to the cards.
- All receipts should be sent to the CAC who will return them to the athletic office on or before the 7th of each month.
- Coaches are responsible for any credit card issued to them and cards should not be loaned to other employees.
- Coaches should make copies of all receipts to be turned in and retain those copies in a file.

Failure to follow the approved *LCISD Purchasing Card Procedures* could result in disciplinary action.

PARENT COMMUNICATION

Coaches will communicate their philosophy, expectations, tryout requirements and process, and method for determining playing time prior to the season beginning. Practice and contest schedules will be shared online at least 3 weeks prior to the start of the season. Coaches and parents will not

LAMAR CISD LOCAL ATHLETIC POLICIES

hold conferences regarding athletics before, during, or after contests. If a parent would like to discuss an athletic related concern, they should schedule an appointment for a non-contest day. The athlete/child should attend the meeting as well.

PLAYOFFS

The athletic department will coordinate playoff meetings and athletic department personnel will be present as playoff decisions are made. Coaches may not enter into playoff agreements without the approval of the LCISD Athletic Director. Every effort will be made to secure the location and playing time requested by the coach, but LCISD Athletics will approve such decisions prior to them becoming final.

PREVIOUS ATHLETIC PARTICIPATION FORMS

If an athlete participated in an athletic period or on a team grades 8th – 12th grades the **current year or previous school year** at another school, this form **must** be completed and be approved by the District Executive Committee before they are eligible to participate at the varsity level.

- PAPFs are to be completed in the UIL Portal.

Any PAPF for a former student from your campus should be completed within 2 school days and sent back to the coach who is requesting it. If a Coach is responding ‘yes’ to any question in Section III of the PAPF, they should discuss it with their CAC before sending it back to the requesting coach. Please understand that checking ‘yes’ requires the Coach to go before the DEC meeting and provide testimony explaining their position.

PROFESSIONAL DEVELOPMENT – COACHING CLINICS

LCISD as a district provides funding for professional development and coaching clinics at the following rates per school year:

High School Head Coach - \$200 / sport
High School Assistant Coach - \$100 / sport
Junior High Head Coach - 100 / sport
Junior High Assistant Coach - \$50 / sport

The funding is per sport and multi-sport coaches can combine the amounts. Requests for summer professional development and coaches’ clinics must be submitted for approval by **May 1st**, through Lamar Net for a reimbursement to take place.

LCISD pays for **Head Coach** memberships in coaching associations, and it is an **expectation** that **every head coach will nominate student-athletes for academic all-district and academic all-state each year**. Failure to nominate your student-athletes will be reflected in your evaluation and will also restrict your future memberships and professional development travel.

PUBLIC RELATIONS

It is the responsibility of the head coach to maintain a positive relationship with members of the media. Granting interviews and access to players can be arranged in conjunction with practice schedules and team rules. Any student being interviewed by the media should always be accompanied by a member of the coaching staff during that interview.

LAMAR CISD LOCAL ATHLETIC POLICIES

PURCHASING

To request equipment be purchased for your program from your budget, use the *Athletic Purchase Order Request* link on the web site. Complete the request using an approved vendor and include a description of the order in the *Notes* section. You will receive an e-mail confirmation when your request is processed. If approved for purchase, a Purchase Order will be issued, and your items will be shipped to the LCISD Warehouse before being delivered to your campus. When delivered, coaches should verify deliveries and notify the Athletic Office of any issues.

- **Purchase Order Requirement:** No purchases can be made without an approved LCISD Athletic Office approval.
- **Centralized Shipping:** All purchased items must be shipped to the LCISD Warehouse for processing; items should not be shipped directly to the campus, unless approved by the Athletic Office.
- **Unauthorized Shipments:** If items are shipped without a Purchase Order, an invoice will be sent to the campus making it the campus's responsibility to pay the invoice.
- **No Delayed or Fall Billing:** Coaches and LCISD employees are not authorized to approve any delayed or fall billing.
- **Sport Order Cut-off Dates:** Fall Sports: February 1st, Winter Sports: January 1st, Spring Sports: December 1st
- **Budget Management:** Each head coach is responsible for keeping a record of their expenditures and ensuring they do not exceed their budget.

RANK ONE

Rank One will be the primary compliance verification for athletics in LCISD. It is the responsibility of each Head Coach to maintain a roster which is current and includes all participants within their program. **No athlete will be allowed to participate (in practice or contests) until their Rank One profile shows they are completely clear and green.**

Coaches will also be responsible for publishing their schedules and results in Rank One in a timely fashion. Schedules should be published as soon as they are finalized, and results should be published within 24 hours of each contest. Athletic Trainers will use Rank One for tracking injuries, physician referrals, treatments, and communicating with coaches as to the status of their athletes.

SIGNING DAY – FALL & SPRING

Current high school student athletes will be included in a campus wide signing day celebration. The date, time and location of this celebration will be set by the Campus Administration. It will include all current high school student athletes who are signing during the applicable National Letter of Intent dates.

LAMAR CISD LOCAL ATHLETIC POLICIES

On both the Fall and Spring NLI dates, an alternate time and/or location will be determined by the campus for any current student who is signing a letter to play college athletics and would like to take their photo with friends and/or family at the school.

SOCIAL MEDIA – ATHLETES

LCISD will not tolerate disrespectful comments or behavior online. Any student member of an extracurricular organization representing themselves, or their organization, in an unfavorable, questionable or illegal manner through social electronic media communication devices in such a way as to bring discredit, dishonor, or disgrace on their organization or members of any other school organization will be subject to disciplinary actions. All Coaches will follow the Extra-Curricular Social Media Standards as published in the Secondary Student Handbook.

Restrooms and locker rooms are always off limits to mobile devices and cameras of any kind. Using an electronic device to record in either of these locations is a violation of the Social Electronic Media Behavior Standard for athletes.

SOCIAL MEDIA-COACHES

Social media accounts such as but not limited to; Twitter, Snapchat, Instagram, and Facebook, which are associated with an athletic program or team should be closely regulated and monitored. At no time should students be allowed to post on these sites, only a coach should have access to the account. These accounts should be regarded as the Coach's voice and treated as such. The coach will be held accountable for what is posted on these sites and should verify that access is regulated to ensure proper representation of the program.

STUDENT PROVIDED TRANSPORTATION

Students are not allowed to transport themselves to any practice or contest sponsored by LCISD. At no point should a coach allow a student to transport themselves or another student to a school athletic function. Coaches should never transport athletes in their own vehicles. Athletes can only be transported in LCISD provided transportation.

SUBVARSITY TEAM EXPECTATIONS

Sub varsity teams were created and are in place to help train younger student-athletes about the culture, expectations, and level of play expected at the varsity level. All sub varsity players are expected to play in every game unless they have had a discipline issue or absences from practice.

SUSPENSIONS

Student athletes who are placed into In School Suspension or are removed from class via an Out of School Suspension will not be allowed to participate in any extracurricular activity for the entirety of that suspension. Suspended athletes will not practice, participate, travel or be allowed to attend any athletic event on any day that they have been suspended or placed in ISS. They may rejoin regular team activities once they return to regular classes.

TESTING

Extracurricular activities will adjust both their practice and contest schedules on the days preceding the administration of the State of Texas Assessment of Academic Readiness (STAAR) tests and Semester Finals. Practices will end no later than 6:00 on these days. Contest schedules will be approved by the Athletic Office.

LAMAR CISD LOCAL ATHLETIC POLICIES

TOURNAMENT TRAVEL/ABSENCES

Varsity tournament staff absences will be the head coach and one assistant. If the sport coaches are unable to drive a bus, then the head coach will be the only coach allowed to miss the school day because another coach from another sport will have to miss the instructional day to drive.

Sub-Varsity tournaments should be two coaches when possible. Scheduling should be done to attempt to have two coaches available as often as possible, knowing at times only one coach will be allowed to miss the school day.

Students should only be taken out of the school day for the required time to travel to and from the game. *(If you play in the afternoon, then the student athletes should not be taken out for the full school day.)*

Coaches will need to request school business absences for athletic trips. School day absences should be limited to scheduling and sharing of bus driving duties by all sport coaches. Coaches will be limited in the number of school business days they are allowed to request per sport.

Any coach who anticipates costs associated with their travel to any LCISD event, should request travel reimbursement prior to traveling as certain restrictions apply.

TRANSPORTATION - LCISD

All transportation requests must be submitted to the Transportation Department via the *Trip Tracker* system at least 14 days prior to the trip date. If a trip is not entered in time, you will need to contact the Athletic Director to have your trip entered. If trips are not entered in advance, you may not be allowed to take the trip and will have to forfeit the game. In the event of rain or tournament time changes, contact must be made with the Transportation Department to ensure bus availability. Trip tickets must be filled out accurately to ensure proper billing and payment. All buses are to be returned clean after every trip, failure to clean your bus could prevent the coach/driver from receiving their pay.

TRAVEL

All students who participate in school-sponsored trips are required to ride in LCISD provided transportation to and from the event. An exception can be made due to extenuating circumstances if the student's parent/ guardian requests permission from the coach in advance and the *Lamar CISD Parent Permission Travel Form* is completed prior to the event.

TRYOUTS

Any Coach having a tryout for a team needs to discuss the tryout process and rubric with their CAC prior to sharing it with parents at a pre-tryout meeting. Tryouts should include a minimum of 3 separate sessions before final cuts are made. Multiple sessions can take place on one day as long as a break is provided between sessions.

A tryout rubric must be used that contains a minimum of 10 scored categories. The rubric should be shared with the athletes trying out for the team prior to tryouts. On the day teams are selected or cuts are announced, a copy of the completed tryout rubric should be emailed to the ACAC or CAC for documentation in the event of any parent concerns.

LAMAR CISD LOCAL ATHLETIC POLICIES

At the conclusion of the tryout, coaches should have face to face conversations with any students who are being cut from the program. Teams may not be posted until all students who are not making a team have been notified individually.

UNIFORMS (Athletic)

LCISD provides funding for all athletic programs to provide workout and contest apparel for all athletes. Coaches may elect to offer their athletes the opportunity to purchase their own personal set of workout gear with the following stipulations:

- Identical athletic uniforms will be made available for all students at no cost, if they do not purchase them. Purchased uniforms may include the addition of an athlete's name.
- All athletes and parents must be made aware that purchasing uniforms or practice gear is not required to participate on the team or in the program.
- Athletic workout uniforms should be no more than \$35 total to purchase and no more than 10% profit can be made on the sale of a uniform.
- Athletic uniforms should be sold through the campus activity account and funds generated must be used to benefit student athletes.
- Receipts must be issued for any uniform purchase and records of deposit and purchase maintained by the coach.

UNIFORMS (P.E.)

P.E. Uniforms should be as consistent from year to year so that students can wear uniforms for multiple years. Used P.E. uniforms should be available to loan any student who has not been able to purchase their own to date.

PE Uniform price should be sold at no more than 10% above cost and should cost between \$10-\$15. Purchases should be made through the activity account. Cash, credit card or check can be accepted, and receipts should be issued.

WEBSITES

Any coach who elects to maintain an independent web site to promote their program(s) and communicate on behalf of their school, is responsible for all content associated with that website. Websites linked to LCISD websites, websites that use school logos or names, and websites that include LCISD team information are subject to the same expectations and regulations as Social Media pages maintained by LCISD Coaches.

WORKDAYS

Coaches are expected to be present and on campus during required workdays, professional development time and assigned duties. Athletic periods, practices and contests are part of a coach's workday. If a Coach is not able to attend any part of their athletic duties, they will need to notify the head coach of their sport and their ACAC/CAC prior to being absent from duty. If a coach needs to be off campus for athletic related duties, they will need to check out with both the ACAC/CAC and Campus Principal.

LAMAR CISD ATHLETIC SUMMER CAMP/STRENGTH AND CONDITIONING POLICIES

It is imperative to the success of our athletic programs that we increase the exposure of our student athletes in LAMAR CISD to various sports opportunities in our school district. Our coaches are encouraged to work in all camps where there is interest from the community.

Period of no Activity – no schools may be open for any athletic activity or camps on the published UIL Dates of no activity. Because of these dates the Friday in those weeks can be used for camps, clinics, or athletic activities.

All camps must have the approval of the Athletic Campus Coordinator and the District Athletic Director. *Paperwork must be approved by May*

15th.

- Camp flyers should be emailed in .pdf format to the Athletic Office by May 15th for posting on the LCISD Athletic website.
- Camps are to be operated by employees of Lamar CISD only.
- All monies will be receipted and deposited into the school activity account.
- A summer camp report and check from the camp proceeds payable to Lamar CISD for camp personnel wages must be submitted to the Athletic Secretary upon completion of the camp.
- Camp Coach Pay: District approved scale.
- Every camp flyer must be approved by the Communications Department, the Athletic Campus Coordinator and the District Athletic Director.

CAMPS MUST BE CONCLUDED BY THE 1st DAY OF SEASON PER UIL POLICIES

Summer Strength and Conditioning as well as Skills Sessions must follow the current UIL guidelines as well as those published by Lamar CISD.

POSTPONEMENTS OR CANCELLATIONS OF ATHLETIC EVENTS

The District Executive Committee may permit District **Varsity** games or matches postponed by weather or public disaster (not including illness) to be played as an exception to the two contests per week rule, if they are rescheduled and played within seven (7) days of the next non-school day after the cancellation. Junior varsity, sophomore, freshmen junior high school teams may not play postponed games/matches as an exception (TEA and UIL rule).

If a game is canceled, it is the head coach's responsibility to notify the opposing coach, the athletic director, principals, officials, security, workers, and transportation of the cancellation and arrangements for rescheduling.

UIL policy states that a contest will be played on the next playable date.

Example: If the Tuesday game is canceled, it shall be played on Wednesday, Thursday, or Saturday if a Friday contest has been scheduled. The Friday contest will be played Saturday unless the Tuesday contest is Saturday for varsity only. The next date would be Monday of the following week.

LCISD Tournaments will be monitored by the Athletic Office and all decisions regarding cancellations and/or delayed starts will be made in a timely manner by the Athletic Department staff. Decisions will be communicated to site directors. The information will then be distributed to all the teams involved through the site director.

***Please keep in mind that the slightest deviation of the schedule requires notification to transportation, game officials, ticket sellers, security, coaches, players, parents, principals and campus coordinator.**

LAMAR C.I.S.D WEATHER POLICIES

Lamar C.I.S.D -Heat Policy

UIL has just released recommendations to shift from heat index to wet bulb globe temperature (WBGT). This will be a change for our district, but the process to monitor conditions is similar to how we have done it previously. The WBGT takes more environmental effects into consideration than heat index by factoring in temperature, humidity, wind speed, and direct sunlight. The UIL had released the following charts and recommendations for practice that should be monitored and started immediately with summer camps and activities.

Class 3	Activity Guidelines
<82.0	Normal Activities - Provide at least 3 separate rest breaks each hour with a minimum duration of 3 minutes each during the workout.
82.0 -86.9 Level 1	Use discretion for intense or prolonged exercise; Provide at least three separate rest breaks each hour with a minimum duration of 4 minutes each
87.0 - 90.0 Level 2	Maximum practice time outside is 2 hours; <u>For Football:</u> players are restricted to helmet, shoulder pads, and shorts during practice. If the WBGT rises to this level during practice, players may continue to work out wearing football pants without changing to shorts. <u>For All Sports:</u> Provide at least 4 separate rest breaks each hour with a minimum duration of 4 minutes each
90.1 - 92.0 Level 3	Maximum practice time outside is 1 hour; <u>For Football:</u> No protective equipment may be worn during practice and there may be no conditioning activities. <u>For All Sports:</u> there must be 20 minutes of rest breaks distributed throughout the hour of practice
>92.1 Level 4	No outdoor workouts. Delay practices until a cooler WBGT is reached.

WBGT Means and Methods of Measurement when practices are outside in WBGT of 80.0 or higher

1. Schools must use a WBGT measuring device or a internet based application to measure
2. If utilizing on site equipment it should be set up 30min before practice. Initial reading should be 15 minutes before practice. Reading should be measured every 15 min.
3. When there is a change from one level to the next, modifications should be made to practice plans.
4. It is recommended that schools keep records of WBGT measurements

Requirements for Activities:

WBGT Temperatures must be taken before activities start. If using a WBGT unit, it must be set up 30 minutes prior to activities starting. The initial WBGT reading must be taken 15 minutes before exercise. It is recommended that readings be taken and recorded every 15 minutes until the completion of the exercise. The DTN weather service can be used, just as it was for feels like temperature. The phone app has a WBGT reading. It will give you the current reading if you open your location and scroll down to weather variables. The hourly forecast is below that and will give you an estimated hourly forecast. **Remember that the UIL recommends recording a reading 15 minutes prior to the start of practice and it is recommended that the WBGT measurement be taken and recorded every 15 min during practices.**

LAMAR C.I.S.D WEATHER POLICIES

One other addition in the UIL plan is **anytime the WBGT is above 82.0, a cooling station must be provided where a participant experiencing a heat emergency could be submerged in cool water to help lower their temperature.** The athletic department purchased polar pods to be used in case of an emergency. It is expected to be above 82.0 then a polar pod and 2 coolers of ice water need to be stationed where a participant can be brought to the polar pod to be submerged, or the polar pod and coolers could be taken to the participant. This is expected to be prepared and in place prior to the beginning of practice if the WBGT is going to be above 82.0.

Green Level: No Heat Advisory: WBGT less than 82.0

- No Restrictions

Yellow Level 1: WBGT 82.1-86.9

- Outdoor activities not limited on time, but discretions should be used.
- There must be three water breaks every hour lasting at least 4 minutes each.
- Cross Country must stay on campus, runs are limited to $\frac{3}{4}$ normal workout.
- Conditioning for football should take place without helmets and shoulder pads.
- Athletes are allowed to remove helmets if not actively participating.

Orange Level 2: WBGT 87.0-90.0

- High School Workouts are limited to 2 hours.
- Junior High Workouts are limited to 90 minutes.
- There must be 4 rest periods every hour lasting at least 4 minutes each.
- There must be unrestricted access to water for student-athletes.
- A 10-minute break should proceed all conditioning.
- Conditioning should take place without helmets and shoulder pads.
- JH conditioning should be moved indoors.
- Extra running and conditioning should be cancelled. Decreased repetitions for overweight individuals. Asthmatic athletes may remove themselves from workouts without repercussions or penalties.

Red Level 3: WBGT 90.1-92.0

- All Junior High Workouts will be moved indoors.
- Shorts and t-Shirts for high school sports.
- Practice Shortened to 60 minutes for high school sports.
- Unrestricted access to water always.
- There must be 4 rest periods of 5 minutes in the hour of practice (20min total within the hour).
- Conditioning should take place indoors.
- Extra running and conditioning should be cancelled. Decreased repetitions for overweight individuals. Asthmatic athletes may remove themselves from workouts without repercussions or penalties.

Black Level 4: WBGT 92.1+

- No Outdoor Workouts

Level 4 Heat Index – Return to Play Protocol

In the event there is a level 4 heat index reading with the district (116 or higher at any campus), all outside extracurricular activities will be brought indoors.

LAMAR C.I.S.D WEATHER POLICIES

- The practice can continue but must be moved inside.
- The heat index will continue to be monitored every 30 (Similar to lightning protocol)
- Once all campuses have reported WBGT of 92.0 or lower, practices can resume outside
- Resumed practice will be placed under the Red Level 3

Key Terms and Definitions

Heat Cramps:

Heat cramps are muscular pain and spasms due to heavy exertion and dehydration. Heat cramps usually involve the abdominal muscles or legs but can occur with any of the muscle groups of the body. It is generally thought that dehydration and/or nutrient imbalance in the muscles are the cause of heat cramps.

Heat Exhaustion:

Heat exhaustion typically occurs when people exercise heavily or work in a warm, humid environment where body fluids are lost through heavy sweating. Fluid loss causes blood flow to decrease in the vital organs, resulting in a form of shock. Without proper care and treatment, heat exhaustion can lead to heat stroke.

Heat Stroke:

Heat stroke is a life-threatening condition. The victim's temperature-control system, which produces sweat to cool the body, stops working. The body temperature can rise so high that brain damage and death may result if the body is not cooled quickly. Any heat stroke victim must be quickly cooled and referred for advanced medical attention.

Of the three heat-related illnesses mentioned above, Heat Cramps is usually the mildest and Heat Stroke is the most severe. The syndromes do not always happen in sequential order, so hydration and monitoring the core temperature of the body in hot temperatures and physical activity is very important.

Dehydration:

When fluid loss exceeds fluid intake.

Effects of Dehydration:

- Dehydration can affect an athlete's performance in less than an hour of exercise—sooner if the athlete begins the session dehydrated.
- Dehydration of just 1%-2% of body weight (only 1.5-3 lbs. for a 150lb. athlete) can negatively influence performance.
- Dehydration of greater than 3% of body weight increases an athlete's risk of heat illness (heat cramps, heat exhaustion, heat stroke)

Warning Signs of Dehydration: Recognize the basic signs of dehydration.

- Thirst
- Irritability
- Headache
- Weakness
- Dizziness
- Cramps
- Nausea
- Decreased performance

Section I—Notifications

Notification of temperature: High School

- Campus Staff Athletic Trainer will need to obtain weather report from National Weather service (www.weather.gov) or the district's provided weather service app, Weather Sentry, each morning and discuss it with the appropriate campus personnel to determine workout conditions for morning practices.
- Weather reports should also be obtained by the campus staff athletic trainer and discussed with the appropriate campus personnel for workout conditions for the afternoon practices.
- The temperature of the day will dictate which phase will be followed.

LAMAR C.I.S.D WEATHER POLICIES

Notification of temperature: Middle School

- The Athletic Trainer of the campus vertically aligned to the specific middle school will collaborate with the Middle School Coordinators to notify them of any extreme heat conditions that would initiate any phases of the heat policy. Weather reports will be obtained from the National Weather service (www.weather.gov) or the district's provided weather service app, Weather Sentry.
- The Middle School Coordinators are responsible for notifying the middle school coaching staff of any extreme heat conditions that would initiate any phases of the heat policy so they can adjust their practices to comply with the policy.

Enforcement of Policies:

- Head Coach/Campus staff athletic trainer will monitor time of exposure.
- Campus staff athletic trainers will report any violations to the Executive Director of Athletic in writing.

Section II—Phases of Heat Policy

Specific heat conditions will determine activity restrictions during practice according to the following:

The following are guidelines for coaches and campus staff athletic trainers to help prevent heat related illnesses and emergencies. These guidelines should be strictly followed; failure to do so could result in serious illness or death.

To decrease the risk of heat illness/emergencies:

- **Gradually Acclimatize Athletes**- gradually get athletes accustomed to working out in the heat.

For example:

Football-The first 3-4 practices should be in shorts, the next 2-3 in shells, and then proceed to full pads.

Cross Country-These athletes MUST be always monitored closely. Running distances should be increased gradually.

Volleyball, Basketball, Aquatics-Land Workouts (indoor sports)- Coaches should be aware that heat problems could occur indoors if the athletes are not properly hydrated. If the indoor sports coaches choose to practice outdoors, they should be aware of the weather conditions. These athletes will not be accustomed to the heat outdoors. They MUST be monitored very closely, and water should be readily available. The first 3-4 practices (indoors or out) should not be overly strenuous.

Soccer, Track, Tennis, Baseball and Softball-The first 3-4 practices should not be overly strenuous. Overuse/friction injuries will be dramatically decreased in these sports if these athletes start workouts at 50% and ease up to a full 100%. This usually takes two to three weeks for track athletes.

Golf-Weather conditions need to be monitored daily.

- **Identify Susceptible Athletes**- Athletes who are obese or have a larger muscle mass tend to have more heat related problems. Keep a close eye on these athletes.
- **Uniforms**-Use lightweight, breathable jerseys/pants in hot weather months. Watch for athletes wearing unnecessary extra clothing.
- **Allow Fluid Replacement**-Athletes should always have unlimited access to water. DO NOT RESTRICT WATER AS A FORM OF MOTIVATION!
- **Encourage a Good Diet**-Athletes MUST eat lunch to workout in extreme heat. Fat intake should be somewhat decreased. Salt intake can be slightly increased. Athletes should stay away from carbonated beverages in-season.
- **Athletic Trainers will have necessary supplies on the field/court for hydration and cooling of the athletes.**
- **Adjust Practice Schedule According to Temperature/Humidity/Heat Index Readings**-We will use instrumentation at the campus level in conjunction with the national weather service to determine what precautions need to be taken. Practices may be altered according to the following conditions:

LAMAR C.I.S.D WEATHER POLICIES

Temperatures less than 82.0

Normal Activities – Provide at least 3 separate rest breaks each hour with a minimum duration of 3 minutes each during the workout.

Yellow Level 1 : Temperature is between 82.0 – 86.9

Football – Athletes will receive 3 separate 4 minute breaks every 60 minutes with water available. Athletes should be closely monitored. Helmets will be allowed to be removed during breaks or instructional non-contact drills.

Cross Country/ Track – Athletes will receive 3 separate 4 minute breaks every 60 minutes with water available. Athletes are to be monitored closely.

Baseball/Softball/Soccer/Tennis/Golf – Athletes will receive 3 separate 4 minute breaks every 60 minutes with water available. Athletes are to be monitored closely.

Off-season programs – 45 minutes total heat exposure with 1 water break.

Indoor sports – Coaches should consult athletic trainer’s for practice outside.

Orange Level 2: Temperature is between 87.0 – 90.0

Football – Athletes will be in shorts/shoulder pads/helmets. Athletes will receive 4 4-minutes break every 60 minutes with water available. Athletes should be closely monitored. Helmets will be allowed to be removed during breaks or instructional non-contact drills. Practice will not exceed 2 hours of total exposure. **Middle school football must be in shorts and helmets only.**

Cross Country/Track – Athletes will not be allowed to run off campus (coach must not lose eyesight). Athletes will receive 4 4-minutes break every 60 minutes with water available. Athletes are to be monitored closely. Practice will not exceed 2 hours of total exposure.

Baseball/Softball/Soccer/Tennis/Golf – Athletes will receive 4 4-minutes break every 60 minutes with water available. Athletes are to be monitored closely. Practice will not exceed 2 hours of total exposure.

Off-season programs – 45 minutes total heat exposure with 2 water breaks.

Indoor sports – No outside practices.

Red Level 3: Temperature is between 90.1 – 92.0

Middle schools – All outdoor practices are limited to 1 hour with 20 minutes of rest time built in with water available. Shorts and T-shirts only.

Football – Athletes will be in shorts, T-shirts, and helmets only. Athletes will receive 20 minutes of rest time with water available within the hour. Athletes should be closely monitored. Practice will not exceed 1 hour of total exposure.

Cross Country/ Track – Athletes will not be allowed to run off campus. Coach must not lose eyesight of any athlete. Athletes will receive 20 minutes of rest time with water available within the hour.. Athletes are to be monitored closely. Practice will not exceed 1 hour of total exposure.

Baseball/Softball/Soccer/Tennis/Golf – Athletes will receive 20 minutes of rest time with water available within the hour. Athletes are to be monitored closely. Practice will not exceed 1 hour of total exposure.

Off-season programs – 30 minutes total heat exposure with 1 water break

Indoor sports – No outside practices.

Black Level 4 -Temperature is greater than 92.1

NO OUTDOORS PRACTICES

LAMAR C.I.S.D WEATHER POLICIES

Lamar C.I.S.D –Cold Weather Policy

Key Terms and Definitions

Cold Weather is defined as any temperature that can negatively affect the body's regulatory system. Temperatures do not have to be freezing to be harmful. Individuals participating in sports activities in cold, wet, or windy conditions are at risk for environmental cold injuries.

Cold Exposure:

- Breathing cold air can trigger an asthma attack.
- Coughing, chest tightness, burning sensation in throat and nasal passage.
- Reduction of strength, power, endurance, and aerobic capacity
- Core body temperature reduction, causing reduction of motor output.

Cold Recognition:

- Shivering is a means for the body to generate heat.
- Excessive shivering contributes to fatigue and loss of motor skills.
- Numbness and pain in fingers, toes, ears, and exposed facial tissue
- Drop in core temperature; athletes exhibit sluggishness, slowed speech, disorientation.

Clothing Recommendations for cold weather:

- Wear several layers around the core of the body (especially those who are not very active)
- The first layer should wick the moisture away from the body (dry technology clothes; avoid cotton)
- The top layers should trap the heat and block the wind.
- The outer layer should be wind and water-resistant.
- Hat, helmet, or hood to protect the ears and head.
- Moisture wicking socks.
- Athletes should provide their own face protection and gloves if skin is sensitive to cold temperatures.

Section I—Notifications

Notification of temperature: High School

- Campus Staff Athletic Trainer will need to obtain weather report from National Weather service (www.weather.gov) or the district's provided weather service app, Weather Sentry, each morning and discuss it with the appropriate campus personnel to determine workout conditions for morning practices.
- Weather reports should also be obtained by the campus staff athletic trainer and discussed with the appropriate campus personnel for workout conditions for the afternoon practices.
- The temperature of the day will dictate which phase will be followed.

Notification of temperature: Middle School

- The Athletic Trainer of the campus vertically aligned to the specific middle school will collaborate with the Middle School Coordinators to notify them of any extreme weather conditions that would initiate any.

phases of the cold policy. Weather reports will be obtained from the National Weather service (www.weather.gov) or the district's provided weather service app, Weather Sentry.

- The Middle School Coordinators are responsible for notifying the middle school coaching staff of any extreme weather conditions that would initiate any phases of the cold policy so they can adjust their practices to comply with the policy.

Enforcement of Policies:

- Head Coach/Campus staff athletic trainer will monitor time of exposure.
- Campus staff athletic trainers will report any violations to the Executive Director of Athletic in writing.

LAMAR C.I.S.D WEATHER POLICIES

Section II—Phases of Cold Policy

The following guidelines have been adopted by the Lamar Consolidated ISD Athletic Department for practices and games:

Phase 1: Cold Weather Caution:

When temperature or wind chill (which is lower than actual temperature) is from 40°-30°F.

- No modification of practice, but a warning will be given to coaches and athletes.
- Coaches and Athletic Trainers will ensure they are following the UIL Cold Weather Illness Recommendations.
- Watch athletes that have been identified as “high risk”. Factors that influence an athlete to cold weather illness include wet skin, dehydration, anemia, diabetes, hypotensive individuals, and those with sickle cell disease.

Phase 2: Cold Weather Warning:

When temperature or wind chill is from 29°-24°F, there will be modified outside participation of 45 minutes or cancellation of outside practices and games.

- Instruct athletes on how to properly dress for cold weather; wearing warm-ups, hoods/knit caps, and gloves if athlete has them.
- Warm-up should start indoors (stretching, etc.) to not reduce the 45 minutes of outside time.
- Practices should include keeping the athletes continuously moving. Coaches should avoid having athletes participate in activities that would produce a big sweat in the first 20 minutes and then staying idle in the cold temperatures afterwards for the rest of the practice.
- Keep a very close watch on athletes that have been identified a “high risk”.
- Cool-down indoors if possible.

Phase 3: Cold Weather Termination:

When temperature or wind chill is from 23° or below, there will be a termination of outside practices and games.

Section III—Modification & Cancellation of Games

The LCISD Athletic Department reserves the right to modify or cancel games or practices due to extreme weather conditions.

Modification of Games:

When necessary, competition modifications will be considered to ensure the safety of all athletes. This may include any of the following:

- Extended half time periods
- Abbreviated or no introductions at start of game.
- Access to warm building
- Mandating proper clothing or warm clothing for all participants

Cancellation of Games:

- Transportation is unsafe for travel.
- Field conditions are unsafe for competition\
- The Athletic Department considers that the environmental conditions, air temperature/wind-chill, or precipitation may make it unsafe to play or practice.

LAMAR C.I.S.D WEATHER POLICIES

Lamar C.I.S.D –Lightning Policy

General Information

The campus staff athletic trainers are responsible for monitoring weather conditions during outdoor practices. For home competitions, the home staff athletic trainer is responsible. For competitions at Traylor Stadium, the athletic administration is responsible. If in their judgment, conditions become dangerous, both head coaches, coaches in charge, and game officials, will be alerted by the campus staff athletic trainer in person or by phone that athletes must immediately seek safe shelter.

Campus staff athletic trainers will use the Weather Sentry (DTN) alert system and/or the flash- to -bang theory to make decisions on game and practice delays or cancellations.

Coaches may not challenge or overrule the decision of the campus staff athletic trainer. In the absence of a campus staff athletic trainer, the head coach or coach in charge is responsible to monitor weather conditions and make judgments based on the Weather Sentry (DTN) Alert System and /or flash- to- bang theory.

Local weather radar can be monitored through weather apps such as AccuWeather, The Weather Channel, Weather Underground, etc.

Once activities have been suspended, you must wait for the "all clear" alert from Weather Sentry (DTN).

For the flash -to- bang theory, you must wait at least thirty minutes following the last lightning flash or clap of thunder prior to resuming an activity or returning outdoors.

Weather Sentry (DTN) Alert System

Lightning Strikes Notification (within 15 miles)

- This notification will alert you that a storm with lightning is near your location, but you are still at a safe distance for outdoor activities to continue.
- Be prepared to take shelter if another notification is issued that indicates the storm is approaching.
- Start to prepare all items and equipment that will need to be moved inside in case the storm approaches.

Lightning Strikes Notification (within 8 miles)

- This notification will alert you that a storm with lightning is within an unsafe range. The field should be cleared immediately.
- Take appropriate shelter.
- Play may resume when an "all clear" message is received unless the warning is extended, or a new warning is issued.
- Expiration time is determined by a meteorologist watching the storm. The warning may be canceled or extended based on how the weather evolves.

During a Storm

Avoid being at the highest point in an open field, in contact with, or proximity to the highest point, as well as being near open water. Do not take shelter under or near trees, flagpoles, or light poles.

Assume the lightning safe position (crouched on the ground, weight on the balls of the feet, feet together, head lowered, and ears covered) for individuals who feel their hair stand on end, skin tingle, or hear “crackling” noises. Do not lie flat on the ground.

Observe the basic first aid procedures in managing victims of a lightning strike:

LAMAR C.I.S.D WEATHER POLICIES

- Activate local EMS
- Lightning victims do not “carry a charge” and are safe to touch.
- If necessary, move the victim with care to a safer location.
- Evaluate airway, breathing, and circulation, and begin CPR if necessary.
- Evaluate and treat for hypothermia, shock fractures, and/or burns.

All individuals have the right to leave an athletic site to seek a safe structure if the person feels in danger of impending lightning activity, without fear of repercussions or penalties from anyone.

Safe Shelter

A safe location is any substantial, frequently inhabited building.

The building should have four solid walls (not a dug out), electrical and telephone wiring, as well as plumbing, all of which aid in grounding a structure.

The campus staff athletic trainer shall designate safe shelter locations for all fields on their campus.

The secondary choice for a safer location from the lightning hazard is a fully enclosed vehicle with a metal roof and the windows completely closed. It is important to not touch any part of the metal framework of the vehicle while inside it during ongoing thunderstorms.

It is not safe to shower, bathe, or talk on landline phones while inside of a safe shelter during thunderstorms (cell phones are okay).