



MISSION STATEMENT

The Brook Hill School provides excellence in college preparatory education, affirms the gifts and challenges the potential of each student and encourages students to honor God through Christ-like character.

“ALL ORANGE”

Athletic Handbook

2014-2015

Updated: August 12, 2014

BROOK HILL

ATHLETIC HANDBOOK

A MESSAGE FROM THE ATHLETIC DIRECTOR

Dear Parents, Friends, and Student Athletes:

Welcome to Brook Hill Athletics for the 2014-2015 school year!

I hope you are proud to be a member of the “ALL ORANGE” Family that has produced numerous TAPPS State Champions in the past years, the most recent being last year’s Girl Soccer and Boys Golf in Conference AAA.

Our Athletic Program enjoyed a highly successful 2013-2014 campaign, as Boys Track, Girls Golf, Boys Soccer, Girls Softball, and Boys Basketball all finished their seasons in the Final Four of the TAPPS AAA State Championships. In addition, every BH Varsity sport advanced to the state playoffs, as once again The Guard made a run to be Back-to-Back Henderson Cup Champions, only falling a couple of points short to this year be the State Runner-up. The successes are directly contributed to our student-athletes, their parents, and our Brook Hill Coaching Staff for jobs “well done” in representing our school in a championship manner.

The 2014-2015 seasons present a new challenge, as all of our teams will now join our Football Program and compete in conference AAAA. This move up will be a challenge in the short term, but in the long term, our Athletic Program and school will grow and achieve successes yet unimagined. In 2012, our football team was the lone sport at BH to be moved up into TAPPS Conference AAAA, and have competed well, making the playoffs for the last two years, and this season will make a bid to win it all.

As the football program has met the challenge of moving up into TAPPS Conference AAAA, I believe that all of our programs will compete equally well, and possibly achieve even quicker success. The new challenge of all our girls and boys sports moving up gives us the opportunity to improve our focus and commitment in representing our school, in a championship manner. Although being successful in athletics is the goal of every athletic program, our coaches and student-athletes remain first to be committed Christian young men and women, who glorify God in all they do, while at the same time, being students who are dedicated to academic excellence.

It is my goal as the Athletic Director to make sure our athletes have a strong relationship with Jesus Christ, succeed in the classroom, and represent Brook Hill in a manner that is pleasing to the Lord every time we are on the field of play.

I encourage all of you to jump on the bandwagon and support our kids as they strive to achieve great things for our school. And remember...We are “ALL ORANGE”!

Wally Dawkins

Director of Athletics

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MISSION OF THE BROOK HILL ATHLETIC DEPARTMENT

The Brook Hill School is a co-educational, Christ-centered, college preparatory school, which offers interscholastic sports to the student-athletes enrolled in our Middle School and Upper School programs. It is our mission to build Christ-like character through participation and competition, instill commitment through dedication, hard work, and sacrifice, and to teach the team concept of “we, not me.” Our goal is to represent our school in a Christ-like manner while exhibiting good sportsmanship and competing to the best of our abilities.

Our focus will be on playing hard, playing smart, and playing together as a team. Through our efforts, the idea is for all student-athletes to have an overall positive experience participating in our athletic program while learning to overcome in the face of adversity and recognizing the value of loyalty to their teammates, their coaches, and their school.

GOALS OF THE ATHLETIC DEPARTMENT

- *To foster academic and athletic achievement in students by emphasizing the importance of sacrifice, self-discipline, and dedication to achieving goals.*
- *To develop the desire in student-athletes to continually improve through practice and the development of a strong work ethic.*
- *To provide student-athletes the opportunity to demonstrate good sportsmanship and respect for others as a means of learning good citizenship.*
- *To develop in student-athletes emotional control, dependability, and a respect for rules, property, and authority.*
- *To provide student-athletes the opportunity to work as a team member in order to achieve shared goals while learning the importance of cooperation and teamwork.*
- *To provide the student-athlete with experiences that requires problem solving, decision making, and critical thinking skills.*
- *To provide student-athletes the opportunity to pursue lifelong physical fitness, conditioning, and better health habits.*
- *To develop in student-athletes a sense of team loyalty and school spirit.*
- *To encourage student-athletes to achieve academic success while keeping athleticism in proper perspective.*
- *To provide a safe and healthy environment free from performance-enhancing and other body-altering substances*
- *To exhibit Christ-like character in our actions, thoughts, and words.*

SPORTS OFFERED AND ATHLETIC PERIOD

PRACTICE START DATES 2014-15

MALE

Football (US) -Fall/Aug. 4
Cross Country -Fall/Aug. 11
Basketball-Winter/Oct. 27
Soccer-Winter/Oct. 27
Track-Spring/Jan. 26
Golf-Spring/Jan. 5
Baseball-Spring/Jan. 12
Tennis (US)-Spring/Feb 23
Swimming - TBD

FEMALE

Volleyball-Fall/Aug. 4
Cross Country -Fall/Aug. 11
Basketball-Winter/Oct. 27
Soccer-Winter/Oct. 27
Track-Spring/Jan. 26
Golf-Spring/Jan. 5
Softball-Spring/Jan. 12
Tennis (US)-Spring/Feb. 23
Swimming - TBD

US indicates offered in Upper School Only

AFFILIATION

All Brook Hill Athletic teams are members of the Texas Association of Private and Parochial Schools (TAPPS). All coaches, players, parents, and administration falls under TAPPS guidelines. For more information go to the web at www.tapps.net. Brook Hill is currently a 4A TAPPS member school.

FACILITY USE POLICY

Athletic facility use requests must go through the Athletic Office and be approved by the Athletic Director.

In order to utilize BH facilities, the facility requested to be used must be available for use. School activities always take precedent over non-school usage.

Fees for facility usage are dependent upon a number of factors including but not limited to:

1. Utility Costs
2. School employee supervision
3. Access to facility
4. Pre-use costs
5. Cleanup
6. Damages

We encourage the use of our Brook Hill Athletic facilities that brings prospective students on our campus, and meets the needs of current BH families.

In the event you would like to use a BH Athletic facility, contact the Athletic Office for information and any applicable costs that may apply.

STATE CHAMPIONSHIPS

It is the goal of all of our Brook Hill Athletic Teams to play for a TAPPS team sport State Championship. When one of our team sports is playing for a team sport state championship, all of our focus and attention should go toward that team. The following policy is in effect for State Championship games: It will be the policy of the Athletic Department and its staff to not allow any other sport activity to be played by a Brook Hill athletic team that would cause conflict with a TAPPS State Championship game. Teams may participate on the same day of a TAPPS State Championship game, but not as to cause a conflict that would limit members of the student body, parents, or fans from attending the State Championship game. If a coach chooses for his team to play a matched or tournament game on the same day as a State Championship game, the coach is responsible for providing transportation and adequate time for his/her athletes to attend the State Championship game. The only exception to this is when a TAPPS contest is scheduled that cannot be changed.

CONFLICT RESOLUTION/COMMUNICATION

In all matters of communication between student-athletes/parents and coaches/administration, the following guidelines should be adhered to in athletic matters.

General issues involving athletics should go to the Athletic Director. Specific issues that involve parents/players & coaches should be handled as follows:

1. Should an issue or problem arise that involves a student-athlete and the coach, the player should first go to his/her coach in an effort to independently solve the problem. If the student-athlete is uncomfortable or lacks confidence in doing this, the parent should accompany the student-athlete to the meeting with the coach.
2. If an unsuccessful result is the outcome, the parent should then set up a one-on-one meeting with the coach to attempt to resolve the problem.
3. If the parent remains unsatisfied, a meeting with the Athletic Director should be scheduled. **ALL MEETINGS WITH COACHES AND THE ATHLETIC DIRECTOR** that involve parents should be scheduled by appointment through the Athletic Office. It is not recommended to show up unannounced or to confront the coach in public.
4. If after following the recommended procedure and neither the student-athlete nor the parent has been able to achieve an acceptable solution with the coach or the Athletic Director, the Headmaster of the school should be contacted by the parent to set up a conference. Parents should be aware that neither the Athletic Director nor the Headmaster will address problems or issues until all efforts have been exhausted with the coach involved.
5. If after meeting with the coach involved, the Athletic Director, and the Headmaster, and still no acceptable solution has been reached, an appointment can be made with the Brook Hill Board of Trustees as the final option for resolution.

Parents and players should note that playing time and other student-athletes will not be discussed in these meetings.

It is also suggested that the “24-hour rule” involving parents and coaches should be followed unless an emergency situation is the case. The “24-hour rule” suggests that in the event of a conflict with a coach: allow 24 hours to pass before addressing the issue. This allows all parties to be calm and focused on issues after emotions have possibly subsided. This policy is in place to allow the parties directly involved to work the problem out prior to seeking third-party intervention.

IT WILL BE THE POLICY OF THE ATHLETIC DIRECTOR TO FOLLOW THE PRINCIPLES OF THE TEACHINGS FOUND IN MATTHEW 18:15-20.

It is also encouraged for all players, parents, coaches, staff, and administrators to use Matthew 18 as a guideline for problems between members of this great Brook Hill family.

PRACTICE GUIDELINES/EXPECTATIONS

One of the most important aspects of athletic competition is the amount of practice time utilized in preparing our student-athletes for athletic competition. Practice is an integral part of our athletic program and should be considered as such by all parties involved.

If a student-athlete makes a decision to participate in any Brook Hill sport, a commitment is made by that student not only to play the games, but also to attend all the practices in order to have the best chance at playing the game successfully.

Practices are not optional unless indicated as being so in rare situations by the coach.

In the event that a player must miss a practice, a call to the Athletic Secretary is required as early in the day as possible. This informs the coach of the player's absence and allows that coach to adjust his practice schedule accordingly based on the number of players who will be present.

In keeping with this, the athletic period should also not be missed. Athletic period is not allowed to be used as an academic period unless permission is given by the coach responsible for that student-athlete. As Athletic Director, I do not entertain the now infamous Allen Iverson philosophy that "it's only practice."

Our philosophy is that "it is *only* practice that will enable the athlete to improve skills, make progress with teammates, and become familiar with team strategies and game preparation."

As parents, let me encourage you to consider practice time whether during the school day, or before or after school, of the utmost importance, and worthy of priority.

Individual coaches will determine the consequences of missing practice and what type of make-up will be necessary.

If a player misses practices excessively without good cause, or is constantly late to practice, the coach or the Athletic Director will determine disciplinary action.

Let me assure you that we consider "quality time...not quantity time" to be important when it comes to practice. As coaches, we are well aware of the many activities our student-athletes are involved in as well as the academic rigor of our school, and we are sensitive to these needs. However, we will require and hold our athletes accountable to be at scheduled practices and to understand the importance of practice time.

For parents, please follow these guidelines if you attend a practice.

1. Practice courts/fields should be treated as “classrooms.” Please do not interrupt practice by visiting with coaches or players.
2. For football and soccer, please sit in the visiting or home stands during practices.
3. In basketball and volleyball, please view practice from the glass end lobbies of our Upper School or Lower School Gymnasium
4. In baseball and softball, please sit in the bleachers provided.
5. In golf, tennis, and track and field, please check with the coach regarding any special information about practice.

Your cooperation in these matters is appreciated and will help us as coaches to have our players focused on the practice material.

TRAINING ROOM/INJURED ATHLETES

Brook Hill is proud to have a trainer on staff. Our Athletic Trainer will attend to injuries; inform parents of their child’s medical condition based on professional assessment, and coordinate medical treatment with physicians, clinics, and parents.

Sick-call policy is in place for athletes needing medical attention or treatment by our athletic trainer. This “sick-call” policy is for injured athletes or athletes who need treatment as assessed or required by the Athletic Trainer or another medical professional. Any athlete who has been injured or requires treatment must be in the training room between 7:30 AM-8:30 AM to have the condition checked and evaluated.

This policy is applicable to injuries that have previously occurred and not to injuries suffered same day.

This policy is intended to have all student-athletes who need treatment and/or evaluation to take responsibility for their care in hopes of a full and speedy recovery. Athletes who do not attend sick-call *will not be treated* unless the situation is determined by the Athletic Trainer to be an emergency.

Injured athletes who are participating in an in-season sport will receive priority concerning treatment and rehabilitation.

Athletes are not allowed to be in the training room without permission, and athletes will not be allowed to use the training room as an excuse to miss or be late to practice without the Athletic Trainer's permission.

It is the Athletic Department policy that our trainer and our training facility be used to treat, rehab, diagnose, and refer all injuries in the best and quickest possible manner. If our athletes are hurt, we want them at sick-call and under the care of our trainer.

ATHLETIC PERIOD POLICY

The Athletic Blocks (A Block for Middle School and H Block for Upper School) are required for an athlete who chooses to participate in a Brook Hill sport. Exceptions to this policy are for seniors who have concluded participating. Also, student athletes who participate only in tennis are exempt from 1st semester Athletic Block. Any other exemption must be approved by the Athletic Director on an individual basis.

Student athletes who are enrolled in athletics are required to be in attendance, must be on time, and be appropriately dressed.

- **Attendance:** Roll is checked every day and absences are reported to the attendance office.
- **Tardy:** Athletes who are tardy will receive personal attention that hopefully will serve as a reminder.
- **Dressed Out:** Athletes have three options: 1. Team practice gear. 2. All Orange workout clothes which are to be left at school and will be washed by the coaches (workout clothes are \$40 and are to be paid for by the athlete.) 3. All Orange sweat suits which are purchased by the school are to remain at school. Athletes not dressed appropriately will receive personal attention.
- **NEW FOR 2014-2015: ALL MALE AND FEMALE ATHLETES ARE REQUIRED TO PARTICIPATE IN THE MONDAY-WEDNESDAY “H” BLOCK FITNESS CLASS PRIOR TO ATTENDING PRACTICE OR AS A PART OF THEIR OUT OF SEASON WORKOUT ROUTINE. Students not participating in Strength and Conditioning, will not be allowed to attend team practice for that day unless permission was granted prior to the Athletic period.**

ATHLETIC ELIGIBILITY/NO PASS-NO PLAY

The Brook Hill School currently maintains the following athletic eligibility policy; grading periods are approximately 9-weeks in length. At the end of this 9-week grading period, grades will be checked and entered into school records. In order to participate in athletic contests, a student-athlete must be passing all classes to be considered eligible to participate. If a student-athlete fails one or more classes, that student is ineligible for one week, at which time grades will be rechecked. In order to regain eligibility, the student-athlete must be passing all classes at the one week grade check to become eligible immediately. Grades will be checked each subsequent Monday in an effort to regain eligibility. **HOWEVER, GRADES WILL BE CHECKED AT THE 5 WEEK MARK** during the 2nd quarter of each semester. At the 5 week check, any student failing a class becomes ineligible for at least one week, and regains eligibility the same way as in the 9 week grading period. Any student athlete who is failing two classes will not be allowed to participate in the Athletic Period on Tuesdays and Thursdays until one of the classes is back above the grade of 70. Student athletes who are failing two classes will be required to attend the ACE Learning Center.

It is our Athletic Department’s philosophy that student-athletes should excel in the classroom striving to not just “pass their classes” but to exceed expectations and policies.

In conjunction with academic eligibility, all TAPPS and Brook Hill Athletic Forms, including a current physical, must be on file in the athletic office and updated annually.

MAKING THE TEAM

Our athletic programs are designed to offer Brook Hill students the opportunity to participate in a wide variety of sports. In some of these sports, due to number of participants and time constraints, cuts may have to be made in order to facilitate individual sports programs. In all sports programs offered at Brook Hill, there will be a 5-day minimum tryout period for all prospective athletes.

Each athlete will be given every opportunity to have a chance at making the team and represent Brook Hill. In the event your son or daughter is trying out for a team that will need to make cuts, they will be informed

of this need prior to or on the first day of the tryouts. A list of students making the team will be sent in email form to all parents of students trying out for the team.

We understand the disappointments associated with a child not making the team. This is never an easy time for parents or athletes...or coaches. We can assure you that our coaches will do everything possible to give your child the opportunity to make the squad. Remember, there are teachable moments in difficult times. Our advice is to always use disappointments to teach an invaluable life lesson.

EQUIPMENT

The Brook Hill Athletic Department will be responsible for two types of equipment utilized by student-athletes. The first is school purchased equipment. Any equipment purchased by the school belongs to the school and becomes the responsibility of the student-athlete until the equipment is to be returned. This occurs usually at the end of the season or when the athlete is no longer participating. All school issued equipment is to be returned in similar or like condition as it was issued, minus normal wear and tear. Equipment that is lost, stolen, damaged, or not returned will have to be replaced by the athlete at the “replacement cost” of the item in question. All athletes will be issued a locker and a lock.

Athletes have three days after the end of their season/sport to turn their equipment in to the Equipment Manager.

Any athlete, who has not turned in equipment from the previous sport, will report to strength and conditioning until all equipment from the previous sport is turned in.

The second type of equipment is required-yet purchased by the student-athlete. Once the season ends, the equipment becomes the possession of the student-athlete. If during the season, the student loses, damages, or has the item stolen or becomes lost, the athlete must re-purchase any required item.

Each student athlete is required to purchase “All Orange” athletic workout shorts and t-shirt. This workout set will be for all sports, PE, BFS, and SACS. The “All Orange” athletic workout short and t-shirt are to remain at school.

It is our goal for Brook Hill athletes to be dressed like a team both in practice and in athletic contests.

Brook Hill is now a BSN school and receives discounted bulk pricing on all athletic equipment.

PARENT MEETINGS

Prior to the beginning of each sports season, a mandatory parent meeting with the coaches of that sport will be held to review policies, hand out schedules (game and practice), discuss expectations, and have questions answered by the Head Coach of that sport. If the parent is unable to attend, the parent must then schedule a meeting. These parent meetings are designed as informational and hopefully will help to head-off potential problems. Parents should make every effort to attend these meetings which will be scheduled well in advance as to meet other parents and form a sense of unity with that parent group.

MULTI-SPORT PARTICIPATION

The Athletic Director strongly encourages our athletes to participate in as many sports as possible during their athletic career at Brook Hill. Statistics show that 80% of all college athletes who receive an athletic scholarship participated in two or more sports while in high school. Only 1% of high school athletes receive a college athletic scholarship and only 1 in 162,000 play professional sports.

Conversely, specialization is not recommended. In a school our size, it is in the best interest of our athletic program for athletes to participate in as many sports as possible. We will not tolerate members of our coaching staff encouraging specialization or attempting to coerce athletes into playing only one sport or discouraging them from participation in other sports. However, student-athletes who have a special gift in a single sport, and choose to participate in just that sport, will be afforded every opportunity and advantage possible to succeed.

Studies show that due to a large number of very young athletes participating year-round in selected sports, burn-out has become a real problem during the teenage years.

As coaches we will make every effort to encourage our athletes to participate in as many sports as they choose to play. A real issue in every athletic department is spring time as golf, baseball/softball, tennis, and track all occur simultaneously. The Athletic Director will become very involved in working out game and practice schedules for athletes who want to play two or more sports in the spring and can legitimately do so.

Our goal is to accommodate all of our student-athletes who enjoy participating in a wide variety of sports activities.

SCHOOL ATTENDANCE

In order to participate in an athletic practice or athletic event, a student must be in school for at least 2 of their scheduled classes for that school day (Athletic Block does not count as a class in this instance).

This policy is in place for all students and all sports activities. In the event of extenuating circumstances, the Athletic Director will decide special cases based on his sole discretion.

Students who cannot participate in Athletics need to bring a note from home describing the reason for non-participation. A parent note is good for one day. Notes from the doctor prescribing and describing non-participation are good for three days unless otherwise noted on the note.

GAME DAY/TRAVEL ATTIRE

Beginning with football and volleyball, all of our student-athletes will be required to wear "travel dress" for out-of-town athletic contests. Each team will have their own particular types of travel gear. Each team will have travel warm-ups, and travel dress as designed by their coach.

Coaches will inform players and parents (via email or on a written schedule) as to what will be the required dress for individual games.

No caps or headgear of any type is allowable with the exception being baseball or golf when traveling in uniform.

It is our intention to look nice and to look like a team while making a good impression on people when we represent The Brook Hill School at out-of-town athletic contests.

QUITTING/DISMISSAL FROM A TEAM

We strongly discourage any student-athlete or parent who considers quitting a sport that has been started by the athlete. This is the Athletic Department philosophy because of the carry-over effect seen on student-athletes if they learn to quit something they have started.

First of all, our student-athletes should learn that life is about not quitting something that becomes difficult or unpleasant. Whether it is a sport, school, a marriage, the church, whatever the case, we need to use these opportunities to teach that although quitting might be the easiest or most convenient thing to do at the time, in the long run it can have adverse effects.

Secondly, to make a commitment to a team to be a member for the season and then to break that commitment is again not the type of life-lesson to be learned. This is in contradiction to the "WE, NOT ME" attitude of Brook Hill Athletics.

As an athletic department, our policy is as follows: if you quit a sport, you will not be allowed to join another sport until the sport you quit is over. In other words, an athlete who starts football in the fall and decides to quit will not be allowed into basketball or baseball or any other sport until football has concluded its regular season games. This will be the policy for both male and female athletes in the fall, winter, and spring sports.

Student-athletes, who make the decision to participate in two sports simultaneously, are required to complete the season in both sports or withdraw from both. Only by special permission from the Athletic Director can a student-athlete discontinue participating in one of the two sports that he or she is playing. The Athletic Director will consult with the Head Coach of both sports involved, prior to rendering a decision or judgment. Student-athletes, who chose to play two sports simultaneously, should strongly consider the commitment this decision will take.

We strongly encourage athletes, parents, and coaches to work together to foster the "if you start it...you finish it" attitude. Students who do quit will join the BFS program until the end of the regular season of the sport they quit.

If a student-athlete is dismissed from a team due to athletic policy or Brook Hill policies, or dismissed by the head coach of that sport due to team rule violations, attitude problems, etc., the Athletic Director will make a determination regarding additional participation, and this will be done on an individual basis. No student-athlete will be dismissed from a Brook Hill athletic team without a conference with parents, coach, athlete, and Athletic Director. The Athletic Director will work with all parties involved prior to rendering a final decision.

TRANSPORTATION

Brook Hill athletes will be transported to games using a variety of methods. In many cases we will use one of our four Brook Hill buses to transport our athletes. In some cases, a charter bus service or rental transportation such as Expeditions and mini-vans will be utilized. If the school is providing transportation to athletic contests, we strongly urge parents to allow the athletes to ride with the team to the game and when returning home to foster a team atmosphere.

Any time the school provides transportation to an athletic event, players who need to ride home with their parents after the game must have their parents inform the coach after the game of their need to transport their child.

Student-athletes will be allowed to ride home with another player's parent if the coach receives permission from the parent requesting their child ride with another player's parent. This is the policy due to responsibility and liability for our student-athletes assumed by Brook Hill on out-of-town contests when we provide transportation.

In some cases, especially in the spring when many sports are traveling, we may need to ask parents to help in transporting athletes. This will only be done in extreme cases or when it is unavoidable.

Student-athletes are not to transport themselves to or from athletic contests unless special permission to do so is granted by the Athletic Director. Athletes are not allowed to transport other athletes for any reason.

SPORTSMANSHIP

Brook Hill teams and individual athletes will play hard, play fair, be respectful of our opponents and officials, and honor the rules of the game. Sportsmanship at Brook Hill includes being appreciative of all good plays, both by our team and those made by our opponent. We expect our fans to cheer for our team, not against the opposing team. Our athletes and parents should never question officials' decisions, and should regard the rules of the game as agreements each athlete has made to not violate the letter or spirit of the rules.

Visiting teams should be treated as honored guests when they are at Brook Hill as we should treat our visitors with respect and be gracious as hosts. When traveling, we need to remember that we are the guests, and that our actions and attitudes will go a long way in how the school we are participating against regards Brook Hill in the future.

Athletes are not to receive technical fouls, personal fouls, or any other type of judgment rendered by an official that results in disciplinary action and reflects poorly on the player, the team, or the school. There is no excuse for this and it will not be tolerated.

In keeping with TAPPS policies, athletes who are ejected from an interscholastic contest are required to pay a \$50 fee to TAPPS. This fee is the responsibility of the athlete and his/her parents.

It is the goal of the Athletic Director for the reputation of The Brook Hill School to be that we play hard, we play fair, and we play to win, but we are good sports...humble in victory and gracious in defeat. Profanity will not be tolerated!

The way our coaches, fans, and players act while participating in athletic contests directly affects the way we are perceived by those not associated with Brook Hill. We encourage all to remember this when we represent our school in athletic contests.

TEAM PICTURES

All of our Brook Hill athletic teams will have team pictures made during their season. Currently, Life Touch Photography is our official photographer for team and individual pictures that will be featured in our yearbook and made available for students to purchase.

Each sport will have a picture day arranged by the Athletic Secretary. Student-athletes will receive a packet approximately one week prior to picture day detailing packages available and prices. All photography packages must be paid for the day of the picture. Athletes will be informed as to what uniform to wear on picture day by their coach.

We encourage all of our student-athletes to participate in this so that we have complete and uniformed team pictures that will serve as a pictorial record of our Brook Hill teams for years to come.

EARLY DISMISSAL OR ABSENCE FROM SCHOOL

DUE TO ATHLETIC PARTICIPATION

Our coaches will make every effort to minimize class time missed from school due to participating in athletic contests. However, due to tournaments, out-of-town travel, and currently being in a seven team district in which five of those teams are Metroplex schools, missing class is unavoidable.

The Athletic Director, will actively work with coaches and teams to minimize these absences while realizing school time will be missed. Any time a student-athlete misses school due to an athletic contest, the responsibility for all work missed falls on the student. The responsibility for make-up work is not the teachers of the classes missed or that of the coach. Our athletes will be encouraged to receive work they will miss prior to the absence, so they can possibly work on that material while traveling. If a student-athlete at Brook Hill misses class while representing the school, the current policy states that the work missed is due when the student-athlete arrives back to that class. For example, if an athlete misses classes on Thursday to participate in an athletic contest, the athlete should get his/her assignments from their teachers prior to their trip, and then be prepared to hand that work in on Friday if they are at school.

INCLEMENT WEATHER

Many times during the course of the year, inclement weather will affect the schedules of our athletic teams. Whether it is icy weather in the winter, rain in the spring, or the year-round possibility of severe weather in East Texas, cancellations do occur.

Since many of the teams we play are from the Metroplex, decisions have to be made early using the best tools available to limit unnecessary travel and to avoid potential risks.

With cancellations or postponements increase the risk of schedule conflicts with other activities, so these decisions are not taken lightly.

In the case of a cancellation or postponement, an email will be sent from the Athletic Office informing parents of the schedule change. In addition, student-athletes will be permitted to contact parents via phone at the earliest convenience.

The make-up time and date (if applicable) will be released to the parents and players as soon as possible: verbally to the players and again through email to the parents.

OVERNIGHT TRIPS

Due to participation in out-of-town tournaments, regional tournaments, and state events, our student-athletes are required to spend the night away from Brook Hill. In the event your son or daughter is required to stay overnight while representing Brook Hill, many facts should be considered prior to departure. First and foremost, is the student “academically sound” enough to miss 1 or 2 days of school to participate in an overnight athletic event that is not associated with the regional or state tournament?

Secondly, the financial burden for out-of-town trips rests upon the player/parent unless a special fundraiser has been used to absorb the cost of the trip. If the athlete is representing Brook Hill in a state event, and an overnight stay is required, the Athletic Booster Club will allocate the funds for the trip.

Parents need to understand that coaches will travel with the team to provide supervision. As a general rule, one coach will travel with the team for every 10-15 players/managers. Although the coaches will provide supervision, 24-hour supervision is impractical, and athletes are responsible for their own actions. Parents and athletes need to realize that on all trips, overnight and otherwise, all Brook Hill School and athletic policies are in place.

Parents and students must sign an Athletic Department consent form prior to leaving on any overnight trip. Parents will be provided with detailed information from the supervising coaches in advance of the trip detailing dates, times, lodging information, supervising adults, details regarding the trip and its purpose, schedule of activities, special rules, and money needed for meals, lodging, etc. (if applicable).

We expect our student-athletes to represent our school in a manner that would bring our school positive notoriety.

SCHOOL WEBSITE

www.brookhill.org is the official website of the Brook Hill School. To gain information regarding the athletic department, click on “athletics” and then select the sport or area of interest such as schedules, staff, etc.

Each week on the Athletics Home page, a weekly update from the Athletic Director entitled “ALL ORANGE, All The Time” will provide information and perspectives from the Athletic Director.

Also, each sport has a tab that by clicking on, will allow you to review the most recent articles and information concerning your team of interest. Each sports website is the responsibility of the head coach of that sport.

To update or offer additional information that would be applicable to the website, please contact the Athletic Secretary. Also, our school calendar is posted on the website, is updated daily, and is a good tool for parents and athletes.

NCAA REQUIREMENTS

Any athlete intending to participate in athletics at the college level should become familiar with the NCAA regulations concerning eligibility, standards, academic requirements, recruiting limitations, and Clearinghouse registration. To learn more about these topics, a student-athlete may speak to their coach, guidance counselor, or the Athletic Director. NCAA Clearinghouse Guidebooks are available in the Athletic Director's office, or see the NCAA website at www.ncaa.org

AWARD BANQUETS

The Brook Hill School has two awards banquets each school year. In the spring Upper School teams and athletes will be recognized at the Brook Hill Athletic Gala. Also in the spring, a banquet will be held for all Middle School students who participated in spring sports. The event will begin at 8 a.m. on Wednesday in late April or May.

Each sport will present a "Miss" or "Mr." award to the athlete best representing the ideals of the school, athletic program, and experienced success during the year. Each team will also recognize All-District, All-Region, and All-State selections.

Our banquets are considered to be special and dress-up occasions. For the Upper School Gala females students should wear nice dresses, while male athletes should wear a sport coat, shirt, tie (or mock turtleneck), slacks and dress shoes. Middle School students are to wear chapel dress.

These are special occasions where we want to recognize our students' achievements in athletics for the entire year. Athlete's attendance is expected, and parents are appreciated.

ATHLETIC BOOSTER CLUB

The Athletic Booster Club is responsible for 100% of the monies used to fund the Brook Hill Athletic Program. It is necessary and required for all parents who have a son/daughter participating in athletics to help by donating their time to help facilitate our Athletic program. With the exception of coaches and Athletic Department personnel salaries and the maintenance and utility cost for facilities.

The President of The Brook Hill Athletic Booster Club is the Athletic Director. The Athletic Director will oversee the operations of the Booster Club throughout the year. The Athletic Secretary also serves as the Treasurer and is responsible for all monies raised, collected and dispersed. The Athletic Secretary will be responsible for the inventory, ordering and delivering of supplies.

Each parent is required to work five hours for each sport their child participates in.

Parents who have two children participating in the same sport or who have the same child participating in two sports simultaneously are required to work seven hours.

This year, parents are required to work during the season in which their child participates. The Athletic Booster Club has designated the seasons below:

- SEASON 1 – Football, Volleyball, Cheer, Cross Country
- SEASON 2 – Basketball, Soccer, Swim, Dance
- SEASON 3 – Baseball, Softball, Track, Tennis, Golf

Prior to season starting, a sign-up list will be emailed to all athletes' parents who are participating in the in-season sports. Parents will have the option of volunteering for five hours, or if a parent chooses not to sign up to volunteer they will be assigned five hours per sport in which their child is participating in. If a parent chooses not to work, they can opt out by paying the Booster Club a \$50 fee per sport.

The purpose of the Athletic Booster Club is to promote athletics, through unity, teamwork and cooperation, and to encourage active participation and support for all Brook Hill students and athletic teams.

All Booster Club members are encouraged to have a "WE, NOT ME" attitude and should remain loyal to our school, are willing to work to support our athletic program, and we are frugal in our expenditures.

For the Athletic Booster Club to be successful, it will take many people willing to contribute in many ways to make The Brook Hill School athletic program the best in Texas.

Donations of time should be coordinated through the Athletic Administrative Assistant. All monetary donations must be approved by the Athletic Director. All checks are to be made to The Brook Hill Athletic Department.

Being a part of the Athletic Booster Club will surely be a rewarding, challenging, and unifying experience for all Brook Hill parents, players, and coaches.

HAZING-BULLYING

Hazing or bullying is considered to be any intentional or reckless act that humiliates, degrades, abuses, or endangers a person's physical or mental health for the purpose of team initiation into or affiliation with an organization, regardless of that person's willingness to participate. Hazing or bullying by an individual or team is not permitted in any form and will not be tolerated. Athletes who participate in hazing or bullying will be punished by penalties that may include dismissal from the team. These athletes will also be subject to school disciplinary action as well. This policy applies to all situations whether school is in session or not, and whether alone, in a team setting or not.

CLUB SPORTS

Club sports (AAU, select teams) are rapidly growing in popularity as a means for athletes to further their skills in particular sports outside the normal season and sometimes in conjunction with. However these club sports can also have a negative effect on an overall school athletic program if athletes decide it is more

important or beneficial to devote their outside of school time solely to club sports. Every Brook Hill athlete should be excited and proud to have the name “Brook Hill” on his or her jersey, and to participate in as many sports as possible during their Middle School and Upper School careers. It is possible to compete simultaneously in both Brook Hill sports and club sports and coaches should make every effort to work with the schedules of athletes who compete in club sports. However, in situations involving conflict, Brook Hill sports will take preference.

These alternative participation outlets do have a place, can help an athlete develop, and many times provide a much needed avenue to additional playing venues, but it is the pride, honor, and memories that are associated with playing for your school team that will prove the most beneficial.

TATOOS/PIERCINGS

Athletes participating at Brook Hill will not be allowed to have tattoos that are visible while in uniform.

All tattoos that would be visible must be covered while participating for a Brook Hill team. In addition, the Athletic Department policy for piercing is in agreement with The Brook Hill School policy. Brook Hill student-athletes should refer to their student handbook for questions or clarifications regarding body piercing.

CHEERLEADING

The Brook Hill Cheerleading squads are groups of talented athletes whose main purpose is to support the athletic teams at Brook Hill. Brook Hill offers three cheerleading squads led by our cheer coach. Middle School Cheerleaders, JV Cheerleaders, and Upper School Cheerleaders will have tryouts in April of each year. In order to try out to be a member of a Brook Hill cheerleading squad you must be enrolled in Brook Hill. Criteria to become a Brook Hill Cheerleader can be received from the cheer coach. Those trying out for cheerleading in incoming grades 6th through 12th will be critiqued by outside judges.

Brook Hill Cheerleaders will also be allowed to enter competitions in the summer and in October as a part of TAPPS, and are responsible for all costs incurred associated with cheerleading except those provided for by Brook Hill or special fundraisers.

Brook Hill cheerleaders are required to attend all football games, all home basketball games (boy and girl), and selected soccer, volleyball and away basketball games.

Cheerleaders are required to participate in the strength and conditioning program as are all other athletes attending Brook Hill.

Cheerleaders who want to participate in a sport, as well as be a member of the cheerleading squad are allowed to do so. In order to do this, communication and cooperation between the athletes, cheer coach and other sport’s coach is essential.

VARSITY LETTERS

To be considered a “Letterman” in any Brook Hill sport, the following criteria must be met. First, the athlete must be in good standing with his coach and teammates. Second, the athlete must complete the

entire regular and playoff contest season. Third, the athlete must meet any other criteria that is established by his or her coach and approved by the Athletic Director.

SCHOOL POLICIES

Student-athletes at The Brook Hill School are expected to follow all school policies, regulations and guidelines. Our athletes will attend class, be well-behaved, and reach their potential by achieving in the classroom. Athletes will not receive special treatment due to their representation of the school in athletics.

In fact, our athletes are held to higher standards than most. Athletes should be in class and on time, show respect to their teachers and school property. Brook Hill athletes are expected to respect other students, and treat them as they wish to be treated. Athletes will not receive special grading procedures, nor should coaches attempt to persuade teachers to change or improve an athlete's grades. Behavior during school that requires disciplinary action will be done so by the Dean of Students, Principal, and Headmaster, unless otherwise directed.

It is the goal of the Athletic Director to have our student-athletes become the leaders of the school, to be examples to their classmates, and role models to the students of The Brook Hill Lower School who will one day represent the Brook Hill Athletic Department.

PARENT ACKNOWLEDGEMENT

Student Name: _____

Please read and initial:

- _____ 1. I understand that athletic attendance (H block) is mandatory for all athletes. “Skipping” will be addressed by the Dean of Students.
- _____ 2. I understand that athletes late to the athletic period will be marked as “tardy”. Three tardies constitute an absence.
- _____ 3. I understand that “All Orange” athletic workout clothes are required for athletic participation. *Grades will be given based upon daily participation.*
- _____ 4. I understand that parents are required to volunteer in some capacity based upon the number of sports/athletes from each family. See handbook for details.
- _____ 5. I have read the 2014-2015 Brook Hill Athletic Handbook, and I understand the policies and procedures of this document. I understand that my son/daughter must follow the guidelines of this Athletic Handbook in order to participate in The Brook Hill Athletic Program.
- _____ 6. I understand the policies and procedures of this document as they pertain to parents.

Parent Name: _____

Parent Signature: _____

Date: _____

****This document must be
signed, returned, and on file in the Athletic Office
prior to any student-athlete’s participation in an athletic contest.***